

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 3, 1973.

SECRETARY'S MEMORANDUM NO. 1794

Perishable Agricultural Commodities Act-Industry
Advisory Committee

The Perishable Agricultural Commodities Act-Industry Advisory Committee (formerly Perishable Agricultural Commodities Act-Industry Conference Group) was first established in 1963 and continued in subsequent years for the purpose of obtaining the advice and counsel of the fruit and vegetable industry in administration of the Perishable Agricultural Commodities Act. This Act was designed to suppress unfair and fraudulent practices in the marketing of fresh and frozen fruits and vegetables in interstate and foreign commerce.

Because this Committee has proved to be an effective forum for the exchange of views and information between industry representatives and officials of the Department resulting in substantial improvement in understanding and support for the law, I have determined that it shall be reestablished. Such action is in the public interest in connection with the performance of duties conferred upon the Department by law.

The Committee shall be in existence for a 2-year period from the date of this memorandum. Members of the Committee will include representatives of fruit and vegetable producers, shippers, brokers, wholesalers, distributors, retailers, and processors.

The purpose of this Committee will be to confer with Department officials on problems arising in administration of the Perishable Agricultural Commodities Act. Mutual understanding and cooperation between all segments of the fruit and vegetable industry and the Department are essential since administration of the law must be carried out within the framework of the industry's marketing practices and procedures as well as the requirements of the Act. In its appraisal and recommendations, the Committee will give consideration to means for improving all aspects of the administration of the Act, including licensing, handling of reparation cases, and disciplinary actions.

The Committee will meet annually at the call of the Chairman. There will be no reimbursement for travel and per diem of Committee Members.

COMMITTEES

*(Perishable Agricultural Commodities Act
adv)*

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

SECRETARY'S INFORMATION NO. 1

National Agricultural Commodities Act-Industry
Advisory Committee

The National Agricultural Commodities Act-Industry Advisory Committee (formerly National Agricultural Commodities Act-Industry Conference) was first established in 1963 and continued in subsequent years for the purpose of obtaining the advice and counsel of the fruit and vegetable industry in administration of the National Agricultural Commodities Act. This Act was designed to express certain and certain limitations in the marketing of fresh and frozen fruits and vegetables in interstate and foreign commerce.

Because this Committee has proved to be an effective forum for the exchange of views and information between industry representatives and officials of the Department resulting in substantial improvement in understanding and support for the law, I have determined that it shall be reestablished. Such action is in the public interest in connection with the purpose of duties conferred upon the Department by law.

The Committee shall be in existence for a 2-year period from the date of this memorandum. Members of the Committee will include representatives of fruit and vegetable producers, shippers, brokers, wholesalers, distributors, retailers, and processors.

The purpose of this Committee will be to confer with Department officials on problems arising in administration of the National Agricultural Commodities Act, furnish recommendations and cooperation between all segments of the fruit and vegetable industry and the Department and to advise and assist in administration of the Act. Such cooperation and assistance as will be required of the industry in carrying out the Act, in its application and recommendations, the Committee will give consideration to cases for reviewing all aspects of the administration of the Act, including licensing, handling of inspection cases, and other industry matters.

The Committee will meet annually at the call of the Chairman. There will be no reimbursement for travel and per diem of Committee members.

The Committee will report to the Director, Fruit and Vegetable Division, Agricultural Marketing Service, who will be Chairman of the Committee and the official Department of Agriculture representative. Mr. Floyd F. Hedlund is designated Chairman. Mr. John J. Dimond, Fruit and Vegetable Division, Agricultural Marketing Service, will be Executive Secretary. The Fruit and Vegetable Division, Agricultural Marketing Service, will provide secretarial services and other operating costs. The annual operating costs are estimated as follows: Man-Years: 0.2 Amount: \$5,970.

Secretary's Memorandum No. 1684, dated April 6, 1970, is hereby superseded.

Earl L. Butz

Earl L. Butz
Secretary

The objectives and scope of activity of the committee are:

(1) advise the Department on high priority problems of beef cattle, sheep and swine industries;

(2) review the research program in progress on beef cattle, sheep and swine at the U. S. Meat Animal Research Center;

(3) provide counsel on the identification of problems for which the resources of the U. S. Meat Animal Research Center are uniquely adapted to gaining solutions; and

(4) advise the Department on support needs to meet requirements of the research program.

It is anticipated that the need for the Committee will exist on a continuing basis in order to have the necessary inputs to plan and execute the most effective meat animal research program.

The Deputy Administrator, North Central Region, Agricultural Research Service, will be chairman of the Committee. The Director, U. S. Meat Animal Research Center, Agricultural Research Service, will serve as Executive Secretary.

U. S. Meat Animal Research Center, Administrator

The Committee will report to the Director, Fruit and Vegetable Division, Agricultural Marketing Service, who will be Chairman of the Committee and the official Department of Agriculture representative. Mr. Floyd F. Redmond is designated Chairman. Mr. John J. Dimond, Fruit and Vegetable Division, Agricultural Marketing Service, will be Executive Secretary. The Fruit and Vegetable Division, Agricultural Marketing Service, will provide secretarial services and other operating costs. The annual operating costs are estimated as follows: Man-Years: 0.2 Amount: \$2,970.

Secretary's Memorandum No. 1684, dated April 6, 1970, is hereby superseded.

Paul L. Butz

Paul L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 3, 1973.

SECRETARY'S MEMORANDUM NO. 1795

Advisory Committee for the U. S. Meat Animal Research Center

The basic resources of the U. S. Meat Animal Research Center provide an unusual opportunity for making major contributions to the solution of problems of the beef cattle, sheep and swine industries. This facility is intended to expand and supplement the animal science research program conducted by the Department and the State agricultural experiment stations. The effectiveness of the Department's research program at the U. S. Meat Animal Research Center can be enhanced by having advice and counsel from leaders of meat animal industries and this would clearly be in the public interest. I hereby reestablish the Advisory Committee for the U. S. Meat Animal Research Center which was originally established by Secretary's Memorandum No. 1710, dated October 19, 1970. The reestablishment of the Advisory Committee is found to be in the public interest in connection with the performance of duties imposed on the Department.

The objectives and scope of activity of the committee are:

- (1) advise the Department on high priority problems of beef cattle, sheep and swine industries;
- (2) review the research program in progress on beef cattle, sheep and swine at the U. S. Meat Animal Research Center;
- (3) provide counsel on the identification of problems for which the resources of the U. S. Meat Animal Research Center are uniquely adapted to gaining solutions; and
- (4) advise the Department on support needs to meet requirements of the research program.

It is anticipated that the need for the Committee will exist on a continuing basis in order to have the necessary inputs to plan and execute the most effective meat animal research program.

The Deputy Administrator, North Central Region, Agricultural Research Service, will be chairman of the Committee. The Director, U. S. Meat Animal Research Center, Agricultural Research Service, will serve as Executive Secretary.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 8, 1975

SECRETARY'S MEMORANDUM NO. 111

Advisory Committee for the U. S. Meat Animal Research Center

The basic resources of the U. S. Meat Animal Research Center provide an unusual opportunity for making major contributions to the solution of problems of the beef cattle, sheep and swine industries. This facility is intended to expand and supplement the animal science research program conducted by the Department and the State agricultural experiment stations. The effectiveness of the Department's research program at the U. S. Meat Animal Research Center can be enhanced by having advice and counsel from leaders of meat animal industries and this would clearly be in the public interest. I hereby reestablish the Advisory Committee for the U. S. Meat Animal Research Center which was originally established by Secretary's Memorandum No. 1710, dated October 12, 1970. The reestablishment of the Advisory Committee is found to be in the public interest in connection with the performance of duties imposed on the Department.

The objectives and scope of activity of the committee are:

- (1) Advise the Department on high priority problems of beef cattle, sheep and swine industries;
- (2) Review the research program in progress on beef cattle, sheep and swine at the U. S. Meat Animal Research Center;
- (3) Provide counsel on the identification of problems for which the resources of the U. S. Meat Animal Research Center are uniquely adapted to gaining solutions; and
- (4) Advise the Department on support needs to meet requirements of the research program.

It is anticipated that the need for the Committee will exist on a continuing basis in order to have the necessary input to plan and execute the most effective meat animal research program.

The Deputy Administrator, North Central Region, Agricultural Research Service, will be chairman of the Committee. The Director, U. S. Meat Animal Research Center, Agricultural Research Service, will serve as Executive Secretary.

COMMITTEE

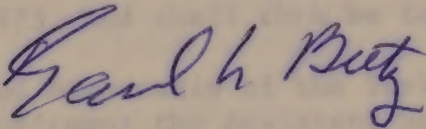
Committee members are appointed by the Secretary. Membership on the Committee will be rotated in a manner appropriate to insure continuity of activity as well as to provide for inputs by new members. Membership on the Committee shall include representatives of livestock service organizations, farmers and ranchers. In addition to industry representatives, one member of the Committee is recommended by the chairman of the Experiment Station Committee on Organization and Policy, and one member is the Dean, College of Agriculture, University of Nebraska.

The Committee will report to the Secretary of Agriculture through the Director, Science and Education, and the Administrator, Agricultural Research Service. Support for the Committee will be provided by the Agricultural Research Service, U. S. Department of Agriculture.

The duties of the Committee are solely advisory and involve counsel on the identification of high priority problem areas of the beef cattle, sheep and swine industries; advise on the effectiveness of the research program in gaining solution to these problems and advise on support needed for the execution of an effective research program for the solution of high priority problems of the beef cattle, sheep and swine industries.

It is anticipated that the Committee will meet annually. The estimated annual operating costs are \$2,200 (travel and per diem) and .05 man-year.

The Committee shall terminate two years from the date of this memorandum.



Earl L. Butz
Secretary

Committee members are appointed by the Secretary. Membership on the Committee will be rotated in a manner appropriate to insure continuity of activity as well as to provide for input by new members. Membership on the Committee shall include representatives of livestock service organizations, farmers and ranchers. In addition to industry representatives, one member of the Committee is recommended by the chairman of the Department Station Committee on Organization and Policy, and one member is the Dean, College of Agriculture, University of Nebraska.

The Committee will report to the Secretary of Agriculture through the Director, Science and Education, and the Administrator, Agricultural Research Service. Support for the Committee will be provided by the Agricultural Research Service, U. S. Department of Agriculture.

The duties of the Committee are solely advisory and involve counsel on the identification of high priority problem areas of the beef cattle, sheep and swine industries; advice on the effectiveness of the research program in gaining solution to these problems and advice on support needed for the execution of an effective research program for the solution of high priority problems of the beef cattle, sheep and swine industries.

It is anticipated that the Committee will meet annually. The estimated annual operating costs are \$2,300 (travel and per diem) and .05 man-year.

The Committee shall terminate two years from the date of this memorandum.

Paul H. Put

Paul H. Put
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 16, 1973.

1796
SECRETARY'S MEMORANDUM NO. 1770 ~~REVISED~~

Agricultural Research Facilities Review Task Force

Planning for agricultural research facilities needed in the future is essential to the development of efficient and effective agricultural research programs serving high priority needs. Due to the close relationships between Federal and State agricultural research programs and the facility needs of each, such planning is most effective if conducted jointly and cooperatively among the States and the Department of Agriculture. Detailed joint planning of research programs and facilities is provided for through the Agricultural Research Policy Advisory Committee and related planning systems. To strengthen the joint planning for agricultural research facilities, there is hereby established an Agricultural Research Facilities Review Task Force to review Federal support of facilities for agricultural research, the Task Force previously established having expired. Establishment of the Task Force is in the public interest in connection with the duties imposed on the Department by law.

In making this review, the Task Force will consider the long-range needs of agricultural research programs, the capacity of existing facilities to meet these needs, the problem areas for which additional facilities are needed, the magnitude of the additional needs, the regional distribution of the additional facilities, and criteria for determining whether the facilities would be university or Federally owned.

The Task Force should report its findings to the Secretary by April 1, 1973, and shall then be terminated.

The membership of the Task Force shall consist of the Under Secretary, Chairman; the Assistant Secretary for Administration; the Director of Science and Education; five university administrators; and three industry representatives to be appointed by the Secretary.

Travel and per diem expenses for university and industry Task Force members are available in accordance with applicable regulations of the Department.

Support for the Task Force will be provided by the Director of Science and Education.

Estimated operating cost^s of the Task Force are \$3000 and .3 man-year of staff support.

The Task Force is not expected to meet more than three times.

Earl L. Butz

COMMITTEES

(Agricultural Research Facilities Review Task Force)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1775-REVISED

Agricultural Research Facilities Review Task Force

Planning for agricultural research facilities needed in the future is essential to the development of efficient and effective agricultural research programs serving high priority needs. Due to the close relationships between Federal and State agricultural research programs and the facility needs of each, such planning is most effective if conducted jointly and cooperatively among the States and the Department of Agriculture. Detailed joint planning of research programs and facilities is provided for through the Agricultural Research Policy Advisory Committee and related planning systems. To strengthen the joint planning for agricultural research facilities, there is hereby established an Agricultural Research Facilities Review Task Force to review Federal support of facilities for agricultural research, the Task Force previously established having expired. Establishment of the Task Force is in the public interest in connection with the duties imposed on the Department by law.

In making this review, the Task Force will consider the long-range needs of agricultural research programs, the capacity of existing facilities to meet these needs, the problem areas for which additional facilities are needed, the magnitude of the additional needs, the regional distribution of the additional facilities, and criteria for determining whether the facilities would be university or Federally owned.

The Task Force should report its findings to the Secretary by April 1, 1973, and shall then be terminated.

The membership of the Task Force shall consist of the Under Secretary, Chairman; the Assistant Secretary for Administration; the Director of Science and Education; five university administrators; and three industry representatives to be appointed by the Secretary.

Travel and per diem expenses for university and industry committee members are available in accordance with applicable regulations of the Department.

Support for the Committee will be provided by the Director of Science and Education.

Estimated operating cost of the Committee are \$3000 and .3 man-year of staff support.

The Committee is not expected to meet more than three times.

Barry L. Buz



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 18, 1973.

SECRETARY'S MEMORANDUM NO. 1797

Charter of the Advisory Board of
the Commodity Credit Corporation

The Advisory Board of the Commodity Credit Corporation was established by the Commodity Credit Corporation Charter Act (15 U.S.C. 714g(b)).

The Advisory Board surveys the general policies of the Corporation, including its policies in connection with the purchase, storage, and sale of commodities, and the operation of lending and price support programs.

The duties of the Advisory Board are solely advisory.

It is estimated that the annual cost for the Advisory Committee will be \$7,500 and that it will require .5 man years of service.

It is estimated that the Advisory Board will meet 4 times per year.

The duties of the Advisory Board cannot reasonably be completed in less than two years. The Board advises the Secretary of its study of the policies of the Corporation. The necessary support for the function of the Advisory Board is provided by the Agricultural Stabilization and Conservation Service.

The effective date of this charter shall be January 18, 1973.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES

(Board, CCC Advisory)



1937

Report of the Advisory Board of
the Commodity Credit Corporation

The Advisory Board of the Commodity Credit Corporation was organized by the Commodity Credit Corporation Charter Act (48 U.S.C. 1492a-1).

The Advisory Board surveys the general policies of the Corporation, including its policies in connection with the purchase, storage, and sale of commodities, and the operation of lending and other support programs.

The duties of the Advisory Board are solely advisory.

It is estimated that the annual cost for the Advisory Board will be \$7,500 and cost of all reports, 5 man years of service.

It is estimated that the Advisory Board will meet 6 times per year.

The duties of the Advisory Board cannot reasonably be carried in less than two years. The Board advises the necessity of its study of the policies of the Corporation. The necessary support for the function of the Advisory Board is provided by the Agricultural Stabilization and Conservation Service.

The effective date of this charter shall be 10/1/37.

Handwritten signature
10/1/37
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 22, 1973.

SECRETARY'S MEMORANDUM NO. 1798

Establishment of Office of Communication

Recommendations from the 1972 Study Group on Information for the Department of Agriculture and directions arising from hearings before the House Subcommittee on Agricultural Appropriations in 1972 urged structural changes to strengthen the information activities of the Department of Agriculture.

The changes asked for, and which are implemented in this Memorandum, will expedite closer coordination of USDA information with Department of Agriculture programs, will more effectively provide information useful to farm and rural people and to all citizens, and will achieve a greater understanding of American agriculture.

In order to meet these goals, I am establishing an Office of Communication to be headed by the Director of Communication who will be one of the General Officers of the Department. All functions, personnel, property and budget of the Office of Information are transferred intact to the new Office of Communication. The Assistant Secretary for Administration is authorized to approve such other transfers of personnel, property and funds as are necessary to accomplish the changes in organization authorized by this memorandum. The Office of Information is abolished effective with the establishment of the Office of Communication on this date.

RESPONSIBILITIES OF THE OFFICE OF COMMUNICATION:

The Office of Communication is established to direct, coordinate, and provide leadership in the Department for the development and dissemination of information useful to farmers, rural people and all citizens in keeping with the spirit of the Act establishing the Department of Agriculture in 1862.

The Office of Communication, as a single designated office with its own budget, reports directly to the Secretary of Agriculture, takes its authority from the Secretary, and is responsible to him. The Director of Communication, a career employee, will be responsible for directing the information activities of the Department of Agriculture and its agencies in Washington, D. C. and in the field.

This arrangement will enable the Director of Communication to have a close working acquaintance with Department policies, programs, and decisions that are being implemented by the Secretary. It will assure that information functions and considerations are incorporated into the early planning of Departmental actions and initiatives to help make them more successful.

ORGANIZATION

1 (Office of Communication)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 22, 1973

SECRETARY'S MEMORANDUM NO. 177

Establishment of Office of Communication

Recommendations from the 1972 Study Group on Information for the Department of Agriculture and Districts include three findings which the House Committee on Agricultural Appropriations in 1972 noted as important changes to strengthen the information activities of the Department of Agriculture.

The changes called for, and which are requested in this memorandum, will require closer coordination of all information with Department of Agriculture programs, with some relatively private information useful to farm and rural people and to all citizens, and will require a greater understanding of American agriculture.

In order to meet these goals, I am establishing an Office of Communication to be headed by the Director of Communication who will be one of the Assistant Secretaries of the Department. All functions, personnel, property and budget of the Office of Communication are transferred intact to the new Office of Communication. The Assistant Secretary for Administration is authorized to approve such other transfer of personnel, property and funds as are necessary to accomplish the change in organization authorized by this memorandum. The Office of Communication is established effective with the establishment of the Office of Communication on this date.

FUNCTIONS OF THE OFFICE OF COMMUNICATION

The Office of Communication is established to direct, coordinate, and provide leadership in the Department for the development and dissemination of information useful to farmers, rural people and all citizens in keeping with the spirit of the Act establishing the Department of Agriculture in 1943.

The Office of Communication, as a whole designated office with its own budget, reports directly to the Secretary of Agriculture, and its activities, from the Secretary, and is responsible to him. The Director of Communication, a career employee, will be responsible for directing the information activities of the Department of Agriculture and its agencies in Washington, D. C. and in the field.

This arrangement will enable the Director of Communication to have a closer working relationship with Department policies, programs, and decisions that are being implemented by the Secretary. It will assure that information functions and considerations are incorporated into the early planning of Departmental actions and initiatives to help make them more successful.

The Office of Communication shall direct and supervise communication policies and activities of the Department, including the information activities of agencies in Washington, D. C. and in the field; develop standards for Departmental information work; plan and direct research and training on the most effective use of communication media; provide for the final review, illustration, printing consultation and distribution of publications; coordinate operation of Agency publications committees and, in collaboration with the Extension Service, integrate Department publications with the needs and publication programs of the land-grant universities; represent the Department in communications and transactions with the Joint Committee on Printing of the Congress, the Government Printing Office, and other agencies on publication and information matters; provide final clearance and release of press, radio, television, magazine, visuals, and other communication materials from the Department of Agriculture and its agencies; and maintain central files of news and general illustration-type photographs and color slides.

The Office of Communication shall publish the Yearbook of Agriculture, the annual report of the Secretary of Agriculture, and the Department List of Publications; handle the details of distributing popular publications allotted to Members of Congress; and develop and supervise the most effective and economical methods for servicing requests for Department of Agriculture information. The Office shall provide leadership, supervise, and provide final clearance of the planning, production, and distribution of visual informational materials, such as motion pictures, TV materials, exhibits, art and graphic materials, and still photography for the Department of Agriculture and its agencies.

The Director of Communication shall organize and direct the activities of a public affairs office, which shall include the personal press relations of the Secretary of Agriculture and other executive functions and services for the Under Secretary, Assistant Secretaries and other General Officers of the Department of Agriculture.

DELEGATIONS OF AUTHORITY:

Departmental Delegations of Authority are being revised to include the Director of Communication as a general officer of the Department and to show the following delegations of authority by the Secretary to the Director of Communication:

- (a) Advise the Secretary and his General Officers in the planning, development, and execution of Department policies and programs.
- (b) Direct and coordinate the overall formulation and development of policies, programs, plans, procedures, standards, and organization structures and staffing patterns for the information activities of the Department and its agencies, both in Washington and in the field.

The Office of Communication shall direct and supervise communication policies and activities of the Department, including the information activities of agencies in Washington, D. C. and in the field; develop standards for departmental information work; plan and direct research and training on the most effective use of communication media; provide for the final review, dissemination, existing consultation and distribution of publications; coordinate operation of Agency publications committees and, in collaboration with the Extension Service, integrate Department publications with the needs and publication programs of the land-grant universities; represent the Department in communications and transactions with the Joint Committee on Printing of the Congress, the Government Printing Office, and other agencies on publication and information matters; provide final clearance and release of press, radio, television, magazine, and other communication materials from the Department of Agriculture and its agencies; and maintain central files of news and general illustration-type photographs and color slides.

The Office of Communication shall publish the Yearbook of Agriculture, the annual report of the Secretary of Agriculture, and the Department plan of Publications; handle the details of distributing popular publications allotted to Members of Congress; and develop and supervise the most effective and economical methods for satisfying requests for Department of Agriculture information. The Office shall provide leadership, supervision, and provide final clearance of the planning, production, and distribution of visual informational materials, such as motion pictures, TV materials, exhibits, art and graphic materials, and still photography for the Department of Agriculture and its agencies.

The Director of Communication shall organize and direct the activities of a public affairs office, which shall include the personal press relations of the Secretary of Agriculture and other executive functions and services for the Under Secretary, Assistant Secretaries and other General Officers of the Department of Agriculture.

DELEGATIONS OF AUTHORITY:

Departmental Delegations of Authority are being revised to include the Director of Communication as a general officer of the Department and to show the following delegations of authority by the Secretary to the Director of Communication:

- (a) Advise the Secretary and the General Officers in the planning, development, and execution of Department policies and programs.
- (b) Direct and coordinate the overall formulation and development of policies, programs, plans, procedures, standards, and organization structures and staffing patterns for the information activities of the Department and its agencies, both in Washington and in the field.

- (c) Exercise final review and approval of all public information material prepared by the Department and its agencies and select the most effective method and audience for distributing this information.
- (d) Determine policy for all Departmental communication activities and provide leadership and centralized operational direction for Department and agency information activities so that all material shall effectively support Departmental policies and programs.
- (e) Represent the Department with the Joint Committee on Printing of the Congress, the Government Printing Office, and other Federal and State agencies on information matters.
- (f) Cooperate with and secure the cooperation of commercial, industrial, and other non-governmental agencies and concerns regarding information work as required in the execution of the Department's programs.
- (g) Plan and direct communication research and training for the Department and its agencies.
- (h) Advise General Officers and Agency Heads on application of information policies to comply with provisions of the "Freedom of Information Act," (5 U.S.C.552), and provide consultation to General Officers when there is a recommendation within the Department or its agencies to deny written requests for information under the Freedom of Information Act.
- (i) Supervise and provide leadership and final clearance for the planning, production, and distribution of visual information material for the Department of Agriculture, and its agencies in Washington, D. C. and the field, and provide such information services as the Director of Communication may deem necessary.
- (j) Organize and direct the activities of a public affairs office to include the personal press relations of the Secretary of Agriculture and other executive functions and services for the General Officers of the Department of Agriculture.

These delegations shall become effective upon publication in the Federal Register. They will be published as section 2.32 of the permanent Delegations of Authority of the Department of Agriculture in Title 7 of the Code of Federal Regulations (CFR).

- (c) Exercise final review and approval of all public information material prepared by the Department and its agencies and select the most effective method and audience for distributing this information.
 - (d) Determine policy for all Departmental communication activities and provide leadership and centralized operational direction for Department and agency information activities so that all material shall effectively support Departmental policies and programs.
 - (e) Represent the Department with the Joint Committee on Printing of the Congress, the Government Printing Office, and other Federal and State agencies on information matters.
 - (f) Cooperate with and secure the cooperation of commercial, industrial, and other non-governmental agencies and concerns regarding information work as required in the execution of the Department's programs.
 - (g) Plan and direct communication research and training for the Department and its agencies.
 - (h) Advise General Officers and Agency Heads on application of information policies to comply with provisions of the "Freedom of Information Act," (5 U.S.C. 552), and provide consultation to General Officers when there is a recommendation within the Department or its agencies to deny written requests for information under the Freedom of Information Act.
 - (i) Supervise and provide leadership and final clearance for the planning, production, and distribution of visual information material for the Department of Agriculture, and its agencies in Washington, D. C. and the field, and provide such information services as the Director of Communication may deem necessary.
 - (j) Organize and direct the activities of a public affairs office to include the personal press relations of the Secretary of Agriculture and other executive functions and services for the General Officers of the Department of Agriculture.
- These delegations shall become effective upon publication in the Federal Register. They will be published as section 2.32 of the permanent Delegations of Authority of the Department of Agriculture in Title V of the Code of Federal Regulations (CFR).

IMMEDIATE ACTION TO BE TAKEN:

1. In order to strengthen the use of information through Department of Agriculture agencies, a direct, functional relationship shall exist between Agency Administrators and the Agency Directors of Information. Each line agency (as determined by the Director of Communication) which has not already done so shall establish by June 30, 1973, an organization and staffing structure where agency information activities and positions are assigned to an agency Director of Information who, in turn, will report directly to the Agency Administrator. Each agency information organization structure and staffing plan shall be subject to the annual approval of the Director of Communication to ensure that these direct relationships exist and that an effective information operating plan is carried out.
2. In order to provide effective over-all Department communication leadership and review, and to promote the internal and external flow of information, the Director of Communication will coordinate the supporting information and communication activities of Department agencies. The Director of Communication will organize the Office of Communication to provide liaison leadership for a coordinated information team approach to Department and agency information and communication activities. As a necessary step toward coordination, each line agency (as determined by the Director of Communication) shall submit an annual information activities plan, with supporting budget, to the Director of Communication for his review and final approval prior to the beginning of each fiscal year. Information support for staff offices (as determined by the Director of Communication) shall be provided by the Office of Communication.
3. In order to expedite the flow of Department of Agriculture information to the public in the field, and make it possible for citizens to more readily get information from more local sources, the Office of Communication shall be responsible for organizing USDA and agency information field offices into a coordinated regional approach.
4. The Director of Communication shall issue such implementing instructions as are necessary to accomplish the USDA communication program authorized in this organizational change and structure.

Carl L. Butz

IMPLEMENTATION ACTION TO BE TAKEN:

1. In order to strengthen the use of information through Department of Agriculture agencies, a direct, functional relationship shall exist between Agency Administrators and the Agency Director of Information. Each such agency (as determined by the Director of Communication) which has not already done so shall establish by June 30, 1973, an organization and staffing structure where agency information activities and positions are assigned to an agency Director of Information who, in turn, will report directly to the Agency Administrator. Each agency information organization structure and staffing plan shall be subject to the annual approval of the Director of Communication to ensure that these direct relationships exist and that an effective information operating plan is carried out.
2. In order to provide effective over-all Department communication leadership and review, and to promote the internal and external flow of information, the Director of Communication will coordinate the supporting information and communication activities of Department agencies. The Director of Communication will organize the Office of Communication to provide liaison leadership for a coordinated information team approach to Department and agency information and communication activities. As a necessary step toward coordination, each like agency (as determined by the Director of Communication) shall submit an annual information activities plan, with supporting budget, to the Director of Communication for his review and final approval prior to the beginning of each fiscal year. Information support for such offices (as determined by the Director of Communication) shall be provided by the Office of Communication.
3. In order to expedite the flow of Department of Agriculture information to the public in the field, and make it possible for citizens to more readily get information from more local sources, the Office of Communication shall be responsible for organizing USDA and agency information field offices into a coordinated regional approach.
4. The Director of Communication shall issue any implementing instructions as are necessary to accomplish the USDA communication program authorized in this organizational change and structure.

Paul J. Huff

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1799 February 1, 1973..

U. S. D. A. Policy on Pest Control

It is the policy of the Department of Agriculture to practice and encourage the use of those means of practicable, effective pest control which result in maximal protection against pests, and the least potential hazard to man, his animals, wildlife, and the other components of the natural environment.

Nonchemical methods of pest control, biological or cultural, will be used and recommended whenever such methods are economically feasible and effective for the control or elimination of pests. When nonchemical control methods are not tenable, integrated control systems utilizing both chemical and nonchemical techniques will be used and recommended in the interest of maximum effectiveness and safety.

Where chemicals are required for pest control, patterns of use, methods of application and formulations which will most effectively limit the impact of the chemicals to the target organisms shall be used and recommended. In the use of these chemicals, the Department has a continuing concern for human health and well-being and for the protection of fish and wildlife, soil, air, and water from pesticide contamination.

In keeping with this concern, persistent pesticides will not be used in Department pest control programs when an equally safe and effective nonresidual method of control is judged to be feasible. When persistent pesticides are essential to combat pests, they will be used in minimal effective amounts, and applied only to the infested area at minimal effective frequencies.

In carrying out its responsibilities, the Department will continue to:

- Conduct and support cooperative research to find new, effective biological, cultural, and integrated pest control materials and methods;
- Seek effective, specific, nonpersistent pesticides and methods of application that provide maximal benefits and are least hazardous to man and his environment;
- Cooperate with other public and private organizations and industry in the development and evaluation of pest control

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF PEST CONTROL
WASHINGTON, D.C. 20250

February 1, 1973

SECRETARY'S MEMORANDUM NO. 1730

U. S. D. A. Policy on Pest Control

It is the policy of the Department of Agriculture to encourage and encourage the use of those means of pest control, which result in least pest control hazard to man, his animals, wildlife, and the other components of the natural environment.

Nonchemical methods of pest control, biological or cultural, will be used and recommended whenever such methods are economically feasible and effective for the control or elimination of pests. When nonchemical control methods are not feasible, integrated control systems utilizing both chemical and nonchemical techniques will be used and recommended in the interest of maximum effectiveness and safety.

Where chemicals are required for pest control, patterns of use, methods of application and formulations which will most effectively limit the impact of the chemicals to the target organism shall be used and recommended. In the use of these chemicals, the Department has a continuing concern for human health and well-being and for the protection of fish and wildlife, soil, air, and water from pesticide contamination.

In dealing with this concern, persistent pesticides will not be used in Department pest control programs when an equally safe and effective nonchemical method of control is judged to be feasible. When persistent pesticides are essential to control pests, they will be used in minimal effective amounts, and applied only to the infested area at minimal effective frequencies.

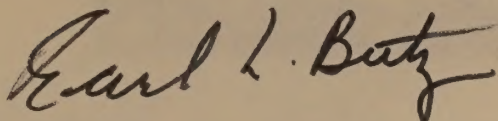
In carrying out its responsibilities, the Department will continue to:

- Conduct and support cooperative research to find new, effective biological, cultural, and integrated pest control materials and methods;
- Seek effective, specific, nonpersistent pesticides and methods of application that provide maximum benefits and are least hazardous to man and his environment;
- Cooperate with other public and private organizations and industry in the development and evaluation of pest control

materials and methods, assessment of benefits and potential hazards in control operations, monitoring for pesticide residues, and dissemination of pesticide safety information.

All users of pesticides are strongly urged to heed label directions and exercise constant care in pesticide application, storage, and disposal for the protection of people, animals, and our total environment.

The Department commends this policy to all who are concerned with pest control.



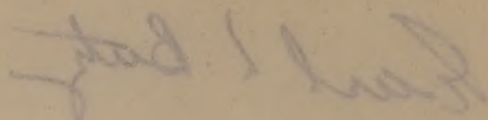
Earl L. Butz
Secretary

With this issuance, Secretary's Memorandum No. 1666, dated October 29, 1969, is hereby superseded.

materials and methods, assessment of benefits and potential
hazards in control operations, monitoring for pesticide
residues, and dissemination of pesticide safety information.

All users of pesticides are strongly urged to heed label directions
and exercise constant care in pesticide application, storage, and
disposal for the protection of people, animals, and our total environment.

The Department commends this policy to all who are concerned with pest
control.



Earl L. Butts
Secretary

With this issuance, Secretary's Memorandum No. 1666, dated
October 29, 1963, is hereby superseded.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

3. MANAGEMENT SUPPORT ACTIVITIES. Management support services for the Economic Development Division will be provided by the February 12, 1973.
Best Services.

4. ASSET TRANSFERS. The Administration will make such transfer of funds, personnel, and employment authority, records, property, and facilities necessary to carry out the transfer made in

SECRETARY'S MEMORANDUM NO. 1800

Transfer of the Economic Development Division, Economic Research Service, from the Director of Agricultural Economics to the Assistant Secretary for Rural Development

1. PURPOSE. One of the major missions of the Department of Agriculture is to accelerate the economic and social development of rural areas in order to achieve a better geographic distribution of our population and balanced economic growth.

The Assistant Secretary for Rural Development serves as the General Officer responsible for directing and coordinating Departmental programs concerned with rural development and coordinating all Federal rural assistance programs as required by the Rural Development Act of 1972. Agencies reporting directly to this Assistant Secretary include the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service. To consolidate program organizational alignment, strengthen program relationships, and provide for better coordination of Federal assistance programs, the functions of the Economic Development Division currently assigned to the Economic Research Service are hereby transferred to the Assistant Secretary for Rural Development.

The delegations of the Department published in the Federal Register will be amended to reflect this transfer.

2. FUNCTIONS TRANSFERRED. All functions, personnel, and property of the Economic Development Division, ERS, shall be transferred intact to the Assistant Secretary for Rural Development. Functions of the Economic Development Division include:

a. Administering national and regional programs of research and associated service work relating to economic development of rural areas.

b. Administering authorized programs of research and service on rural local government, community organizations and government and non-government services of a community nature.

c. Administering authorized programs of research and service on rural population and manpower, and on the well-being and opportunities of rural people.

d. Administering and developing other related research activities.

ORGANIZATION (Secy)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 2, 1973

SECRETARY'S MEMORANDUM NO. 180

Transfer of the Economic Development Division, Economic
Research Service, from the Director of Agricultural Economics
to the Assistant Secretary for Rural Development

I. PURPOSE. One of the major missions of the Department of Agriculture is to accelerate the economic and social development of rural areas in order to achieve a better geographic distribution of our population and balanced economic growth.

The Assistant Secretary for Rural Development serves as the General Officer responsible for directing and coordinating Departmental programs concerned with rural development and coordinating all Federal rural assistance programs as required by the Rural Development Act of 1972. Agencies reporting directly to this Assistant Secretary include the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service. To consolidate program organization, strengthen program relationships, and provide for better coordination of Federal assistance programs, the functions of the Economic Development Division currently assigned to the Assistant Secretary for Rural Development are hereby transferred to the Assistant Secretary for Rural Development.

The delegations of the Department published in the Federal Register will be amended to reflect this transfer.

2. FUNCTIONS TRANSFERRED. All functions, personnel, and property of the Economic Development Division, ERS, shall be transferred intact to the Assistant Secretary for Rural Development. Functions of the Economic Development Division include:

a. Administering national and regional programs of research and associated service work relating to economic development of rural areas.

b. Administering authorized programs of research and service on rural local government, community organizations and government and non-government services of a community nature.

c. Administering authorized programs of research and service on rural population and manpower, and on the well-being and opportunities of rural people.

d. Administering and developing other related research activities.

March 17, 2008

3. MANAGEMENT SUPPORT ACTIVITIES. Management support services for the Economic Development Division will be provided by the Office of Management Services.

4. OTHER TRANSFERS. The Assistant Secretary for Administration will make such transfer of funds, personnel, and employment authority, records, property, and incidentals necessary to carry out the transfer made in this memorandum.

Earl L. Butz

One of USDA's highest priorities is the protection of American agriculture and the land, fiber and forestry infrastructures. To ensure that USDA can respond effectively to any type of disaster, the Department is implementing the National Interagency Incident Management System (NIIMS). The implementation of this system will enhance USDA's effectiveness in responding to a wide range of emergencies, including natural disasters, as well as accidental or deliberate incidents that may threaten the U.S. food supply, critical infrastructure, or economy.

Used successfully for decades by the Forest Service and other emergency response agencies, the NIIMS model enables a wide range of emergency management agencies to work together effectively to mobilize maximum resources in support of common goals. Adoption of the model will facilitate interagency and interdepartmental synergy by linking USDA agencies internally and through the Federal Response Plan—with other departments. Use of NIIMS will also strengthen USDA's response capabilities in the wider national system of Federal, State, and local emergency response resources.

2 ACTIONS ORDERED

It is ordered hereby that:

- a. The National Interagency Incident Management System (NIIMS) be implemented across all USDA agencies;
- b. Mission areas and agencies transition from their current use of emergency-specific organizational approaches to the standard NIIMS model;

3. MANAGEMENT SUPPORT ACTIVITIES. Management support services for the Economic Development Division will be provided by the Office of Management Services.

4. OTHER TRANSFERS. The Assistant Secretary for Administration will make such transfer of funds, personnel, and employment authority, records, property, and incidentals necessary to carry out the transfer made in this memorandum.

Carl L. Burt

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 17, 2003

SECRETARY'S MEMORANDUM 1800-1

**DEPARTMENT-WIDE IMPLEMENTATION OF THE NATIONAL
INTERAGENCY INCIDENT MANAGEMENT SYSTEM**

1 INTRODUCTION

One of USDA's highest priorities is the protection of American agriculture and the food, fiber and forestry infrastructures. To ensure that USDA can respond effectively to any type of disaster, the Department is implementing the National Interagency Incident Management System (NIIMS). The implementation of this system will enhance USDA's effectiveness in responding to a wide range of emergencies, including natural disasters, as well as accidental or deliberate incidents that may threaten the U.S. food supply, critical infrastructure, or economy.

Used successfully for decades by the Forest Service and other emergency response agencies, the NIIMS model enables a wide range of emergency management agencies to work together effectively to mobilize maximum resources in support of common goals. Adoption of the model will facilitate interagency and interdepartmental synergy by linking USDA agencies internally and—through the Federal Response Plan—with other departments. Use of NIIMS will also strengthen USDA's response capabilities in the wider national system of Federal, State, and local emergency response resources.

2 ACTIONS ORDERED

It is ordered hereby that:

- a The National Interagency Incident Management System (NIIMS) be implemented across all USDA agencies;
- b Mission areas and agencies transition from their current use of contingency-specific organizational approaches to the standard USDA NIIMS model;

- c Appropriate management structures be established to implement NIIMS, at the Department level and in the agencies; and
- d USDA Homeland Security Staff take leadership in implementing NIIMS Department-wide, including any training programs required.

3 DELEGATIONS

The Homeland Security Staff (HSS) is responsible for coordinating NIIMS throughout USDA. HSS will work with agencies to implement a NIIMS model and system and will coordinate an aggressive and proactive training program to ensure USDA develops a sound baseline of knowledge and proficiency. HSS will also develop a productive, systematic, and institutionalized program for Incident Command System (ICS) qualification. HSS will establish a USDA Multi-agency Coordinating Group (MAC) that will be responsible for coordinating implementation of NIIMS within the agencies.

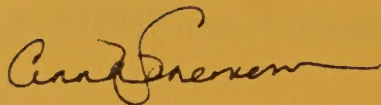
4 EXISTING DIRECTIVES

Prior delegations of authority, administrative regulations, and other directives not inconsistent with the provisions of this Memorandum shall remain in full force and effect.

HSS will ensure that appropriate references and information about NIIMS are included in relevant manuals, handbooks and other primary policy and guidance documents for emerging response.

4 TERMINATION

This Memorandum shall remain in effect for 1-year, or until such earlier time as the Department's published regulations have been revised to incorporate the provisions of this Memorandum.



Ann M. Veneman
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 12, 1973.

SECRETARY'S MEMORANDUM NO. 1801

Advisory Committee on Hog Cholera Eradication

Public Law 87-209 (21 U.S.C. 114h) authorizes and directs the Secretary of Agriculture to establish an advisory committee in conjunction with the national hog cholera eradication program.

The objective of the committee, as stated in the statute, is "to advise the Secretary with respect to the initiation of the national hog cholera eradication program . . . , and with respect to the development of plans and procedures for carrying out such program."

The statute provides that the committee shall be composed of eleven members selected from representatives of the swine and related industries, State and local government agencies, professional and scientific groups, and the general public, and one member selected from the officers and employees of the Department of Agriculture who shall serve as chairman. The statute further provides that the committee shall meet at the call of the Secretary.

This memorandum continues the Advisory Committee on Hog Cholera Eradication as provided under Secretary's Memorandum No. 1687, dated April 21, 1970.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide the necessary staff support for the committee. Members of the committee will be appointed by the Secretary.

The duties of the committee are solely advisory and involve recommendations concerning evaluating standard program operating procedures applied in all States; establishing program goals and evaluating accomplishments toward attaining such goals; reviewing procedures for inspection of livestock markets and garbage feeders; identifying the needs for imposing quarantines with respect to swine infected and/or exposed to hog cholera; recommending revisions in regulations dealing with the importation of pork products; reviewing the basis and rates of indemnity payments to producers for the slaughter of infected and/or exposed swine.

COMMITTEES

Hog Cholera Eradication, Advisory

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1801

Advisory Committee on Hog Cholera Eradication

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This memorandum continues the Advisory Committee on Hog Cholera Eradication as provided under Secretary's Memorandum No. 1887, dated April 21, 1970.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide the necessary staff support for the committee. Members of the committee will be appointed by the Secretary.

The duties of the committee are solely advisory and involve recommendations concerning evaluating standards program operating procedures applied in all States; establishing program goals and evaluating accomplishments toward attaining such goals; reviewing procedures for inspection of livestock markets and garbage feeders; identifying the needs for imposing quarantines with respect to swine infected and/or exposed to hog cholera; recommending revisions in regulations dealing with the importation of pork products; reviewing the basis and rates of indemnity payments to producers for the slaughter of infected and/or exposed swine.

It is anticipated that the committee will meet semi-annually. The annual operating costs are approximately \$8,000. The man-years of staff support is approximately 0.5.

The committee shall terminate on January 5, 1975, subject to a determination by the Secretary, not more than sixty (60) days prior to the termination date, that continuation of the committee is in the public interest.

This memorandum supersedes Secretary's Memorandum No. 1687, dated April 21, 1970.

Earl L. Butz

The purpose of the Wholesome Meat Act and the Wholesome Poultry Products Act is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The Acts provide for this to be achieved by the Federal Meat and Poultry Inspection Program and State Meat and Poultry Inspection programs. The Secretary is authorized, after determining that it will effectuate the purposes of the Acts, to cooperate with appropriate State agencies in developing and administering effective State meat and poultry inspection programs, including the regulations of meat and poultry processors and related industries.

This memorandum continues the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712 Revised, dated June 11, 1971. This action is in the public interest in connection with the duties and responsibilities of the Department under the Wholesome Meat Act and the Wholesome Poultry Products Act.

The objective of the committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and related matters within the scope of the Wholesome Meat Act and the Wholesome Poultry Products Act.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman to whom the committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide necessary staff support for the Committee. Members of the committee will be appointed by the Secretary.

It is anticipated that the committee will meet semi-annually. The annual operating costs are approximately \$8,000. The man-years of staff support is approximately 0.5.

The committee shall terminate on January 5, 1975, subject to a determination by the Secretary, not more than sixty (60) days prior to the termination date, that continuation of the committee is in the public interest.

This memorandum supersedes Secretary's Memorandum No. 1687, dated April 21, 1970.

Paul L. Berg

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 26, 1973.

SECRETARY'S MEMORANDUM NO. 1802

Advisory Committee on Meat and Poultry Inspection

The purpose of the Wholesome Meat Act and the Wholesome Poultry Products Act is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The Acts provide for this to be achieved by the Federal Meat and Poultry Inspection Programs and State Meat and Poultry Inspection Programs. The Secretary is authorized, after determining that it will effectuate the purposes of the Acts, to cooperate with appropriate State agencies in developing and administering effective State meat and poultry inspection programs, including the regulations of meat and poultry processors and related industries.

This memorandum continues the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712 Revised, dated June 11, 1971. This action is in the public interest in connection with the duties and responsibilities of the Department under the Wholesome Meat Act and the Wholesome Poultry Products Act.

The objective of the committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and related matters within the scope of the Wholesome Meat Act and the Wholesome Poultry Products Act.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman to whom the committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide necessary staff support for the Committee. Members of the committee will be appointed by the Secretary.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 28, 1973

SECRETARY'S MEMORANDUM NO. 1855

Advisory Committee on Meat and Poultry Inspection

The purpose of the Wholesome Meat Act and the Wholesome Poultry Products Act is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The Acts provide for this to be achieved by the Federal Meat and Poultry Inspection Programs and State Meat and Poultry Inspection Programs. The Secretary is authorized, after determining that it will effectuate the purposes of the Acts, to cooperate with appropriate state agencies in developing and administering effective State meat and poultry inspection programs, including the regulations of meat and poultry processors and related industries.

This memorandum continues the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712 Revised, dated June 11, 1971. This action is in the public interest in connection with the duties and responsibilities of the Department under the Wholesome Meat Act and the Wholesome Poultry Products Act.

The objective of the committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and related matters within the scope of the Wholesome Meat Act and the Wholesome Poultry Products Act.

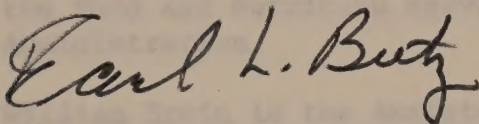
The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman to whom the committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide necessary staff support for the Committee. Members of the committee will be appointed by the Secretary.

The duties of the committee are solely advisory and involve evaluating State meat and poultry inspection programs; identifying means for obtaining better coordination and more uniformity among State inspection programs and between Federal and State programs; and recommending methods for assuring adequate consumer protection on such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

It is estimated that the committee will meet semi-annually. The annual operating costs are approximately \$10,000. The man-years of staff support are approximately 0.2.

The committee shall terminate on June 11, 1973, subject to a determination by the Secretary, not more than sixty (60) days prior to the termination date, that continuation of the committee is in the public interest.

Secretary's Memorandum No. 1712 Revised, dated June 11, 1971, is hereby superseded.

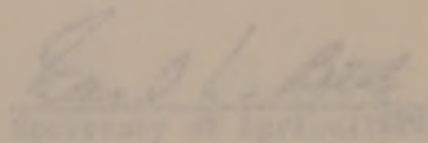


Earl L. Butz
Secretary

Assistant Secretary Thomas Cowden shall act as the Assistant Secretary for Conservation, Research and Education. Reporting to Mr. Cowden are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Pichel is the General Counsel of the Department.

The summary delegations of authority of the Department will be revised to show the change in assignment of responsibility contained in this memorandum.


Secretary of Agriculture

The duties of the committee are solely advisory and involve evaluating State meat and poultry inspection programs; identifying means for obtaining better coordination and more uniformity among State inspection programs and between Federal and State programs; and recommending methods for assuring adequate consumer protection on such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

It is estimated that the committee will meet semi-annually. The annual operating costs are approximately \$10,000. The man-years of staff support are approximately 0.2.

The committee shall terminate on June 11, 1973, subject to a determination by the Secretary, not more than sixty (60) days prior to the termination date, that continuation of the committee is in the public interest.

Secretary's Memorandum No. 1712 Revised, dated June 11, 1971, is hereby superseded.

Carl L. Butz

Carl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 28, 1973.

SECRETARY'S MEMORANDUM NO. 1403

Assignment of Departmental Responsibilities

The following assignments of responsibility by the Secretary of Agriculture are currently in effect.

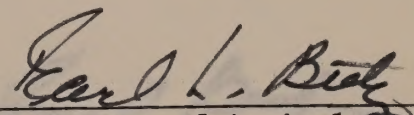
Clayton Yeutter is the Assistant Secretary for Marketing and Consumer Services. Reporting to Dr. Yeutter are the Administrators of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Exchange Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William Erwin is the Assistant Secretary for Rural Development. Reporting to Mr. Erwin are the Administrators of the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Assistant Secretary Thomas Cowden shall act as the Assistant Secretary for Conservation, Research and Education. Reporting to Dr. Cowden are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knebel is the General Counsel of the Department.

The permanent delegations of authority of the Department will be revised to show the changes in assignment of responsibility contained in this memorandum.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 18, 1973

SECRETARY'S MEMORANDUM NO. 100

Assignment of Departmental Responsibilities

The following assignments of responsibility by the Secretary of Agriculture are currently in effect.

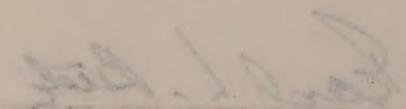
Clyde Young is the Assistant Secretary for Marketing and Consumer Services. Reporting to Mr. Young are the Assistant Secretaries of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Exchange Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William E. Rouse is the Assistant Secretary for Rural Development. Reporting to Mr. Rouse are the Administrators of the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Assistant Secretary Thomas Cowden shall act as the Assistant Secretary for Conservation, Research and Education. Reporting to Dr. Cowden are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knebel is the General Counsel of the Department.

The permanent delegation of authority of the Department will be revised to show the changes in assignment of responsibility contained in this memorandum.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

March 14, 1973

SECRETARY'S MEMORANDUM NO. *1803, Rev.*

Assignment of Departmental Responsibilities

The following assignments of responsibility by the Secretary of Agriculture are currently in effect.

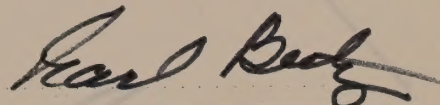
Clayton Yeutter is the Assistant Secretary for Marketing and Consumer Services. Reporting to Dr. Yeutter are the Administrators of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Exchange Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William Erwin is the Assistant Secretary for Rural Development. Reporting to Mr. Erwin are the Administrators of the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Robert W. Long is the Assistant Secretary for Conservation, Research and Education. Reporting to Mr. Long are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knebel is the General Counsel of the Department.

The permanent delegations of authority of the Department will be revised to show the changes in assignment of responsibility contained in this memorandum.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

March 14, 1953

SECRETARY'S MEMORANDUM NO. 1802 Rev.

Assignment of Departmental Responsibilities

The following assignments of responsibility by the Secretary of Agriculture are currently in effect.

Gaston Tauter is the Assistant Secretary for Marketing and Consumer Services. Reporting to Dr. Tauter are the Administrators of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Futures Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William E. Rouse is the Assistant Secretary for Rural Development. Reporting to Mr. Rouse are the Administrators of the Farm Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Robert W. Long is the Assistant Secretary for Conservation, Research and Education. Reporting to Mr. Long are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knobel is the General Counsel of the Department.

The permanent delegations of authority of the Department will be revised to show the changes in assignment of responsibility contained in this memorandum.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO.

Assignment of Departmental Responsibilities

Effective January 24, 1973 the following assignments of responsibility are made by the Secretary of Agriculture.

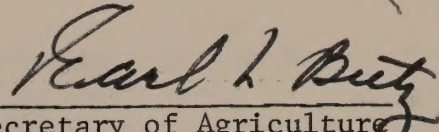
Clayton Yuetter is the Assistant Secretary for Marketing and Consumer Services. Reporting to Dr. Yuetter are the Administrators of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Exchange Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William Erwin is the Assistant Secretary for Rural Development. Reporting to Mr. Erwin are the Administrators of the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Assistant Secretary Thomas Cowden shall act as the Assistant Secretary for Conservation, Research and Education. Reporting to Dr. Cowden are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knebel is the General Counsel of the Department.

The permanent delegations of authority of the Department will be revised to show the changes in assignment of responsibility made in this memorandum.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1

Assignment of Departmental Responsibilities

Effective January 24, 1973 the following assignments of responsibility are made by the Secretary of Agriculture.

Clayton Kistner is the Assistant Secretary for Marketing and Consumer Services. Reporting to Mr. Kistner are the Administrators of the Agricultural Marketing Service, the Animal and Plant Health Inspection Service, the Commodity Exchange Authority, the Food and Nutrition Service, and the Packers and Stockyards Administration.

William Brown is the Assistant Secretary for Rural Development. Reporting to Mr. Brown are the Administrators of the Farmers Home Administration, the Rural Electrification Administration, and the Rural Development Service.

Assistant Secretary Thomas Cowden shall act as the Assistant Secretary for Conservation, Research and Education. Reporting to Mr. Cowden are the Administrators of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, the Soil Conservation Service, the Director of the National Agricultural Library, and the Chief of the Forest Service.

John A. Knebel is the General Counsel of the Department.

The permanent delegations of authority of the Department will be reviewed to show the changes in assignment of responsibility made in this memorandum.

Paul J. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

February 28, 1973.

SECRETARY'S MEMORANDUM NO. 1804

Order in Which Assistant Secretaries Shall Serve As
Acting Secretary of Agriculture

Pursuant to Executive Order 10481, dated August 15, 1953 (18 F. R. 4944), the Assistant Secretaries in the order named shall perform the duties of the office of the Secretary in case of the absence, sickness, resignation, or death of both the Secretary of Agriculture and the Under Secretary:

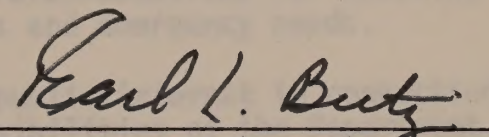
Assistant Secretary for International Affairs
and Commodity Programs

Assistant Secretary for Marketing and Consumer Services

Assistant Secretary for Rural Development

Assistant Secretary for Conservation, Research
and Education.

This order is effective immediately. The permanent delegation of authority of the Department shall be revised to show this order of succession.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

August 18, 1953

SECRETARY'S PERSONNEL NO. 1017

Order to Effect Assistant Secretary's Death Benefit
Under the Federal Employees' Life Insurance Act

Pursuant to Executive Order 10451, dated August 15, 1953 (17 F. R. 1044), the Assistant Secretary on the order named shall perform the duties of the Office of the Secretary in case of the absence, sickness, resignation, or death of both the Secretary of Agriculture and the Under Secretary:

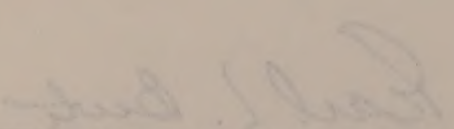
Assistant Secretary for International Affairs
and Commodity Programs

Assistant Secretary for Marketing and Consumer Services

Assistant Secretary for Rural Development

Assistant Secretary for Conservation, Research
and Education.

This order is effective immediately. The permanent delegation of authority of the Department shall be revised to show this order of succession.


Secretary of Agriculture

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AUG 19 1953
U.S. DEPT. OF AGRICULTURE

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of The Secretary
Washington, D. C. 20250

March 2, 1973.

SECRETARY'S MEMORANDUM NO. 1805

Joint United States Department of Agriculture -- National
Association of State Departments of Agriculture Committee

This committee was initially established in 1965 and was extended in 1971. The primary purpose of the committee is to develop, encourage and maintain cooperation between the U. S. Department of Agriculture and State Departments of Agriculture in the many areas of common problems and responsibilities.

Activities of State Departments of Agriculture involve numerous cooperative arrangements with the U. S. Department of Agriculture in marketing services, regulatory (such as meat, poultry and egg products inspection), plant and animal diseases, and pest control and eradication programs. To bring the experience and knowledge of State Departments of Agriculture to bear on these problems, it has been determined that this committee be continued.

The committee will also provide leadership in implementing ongoing Federal Assistance Review objectives of the USDA particularly as they relate to programs involving State Departments of Agriculture. Criteria to achieve greater state participation in agricultural regulatory, inspection and grading programs were developed in the Project 4 Report of the Federal Assistance Review released in 1970.

The Committee will also review and make recommendations for updating policy as it relates to changing programs and emergency needs.

Continuation of the committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

The committee shall terminate two years from the date of this memorandum. Travel and per diem expenses for committee members will be available in accordance with applicable statutes and regulations. The NASDA has authorized the Association funds up to \$1,000 for matching federal funds necessary for expenses of the committee.

The Under Secretary of Agriculture and the President of the National Association of State Departments of Agriculture will serve as Co-Chairmen and the Assistant to the Secretary for Intergovernmental Affairs will serve as Executive Secretary.

COMMITTEES (NASDA-State Departments of Agriculture National Association, Joint)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 2, 1973

SECRETARY'S MEMORANDUM NO. 1785

Joint United States Department of Agriculture - National
Association of State Departments of Agriculture Committee

This committee was initially established in 1965 and was extended in 1971. The primary purpose of the committee is to develop, encourage and maintain cooperation between the U. S. Department of Agriculture and State Departments of Agriculture in the many areas of common problems and responsibilities.

Activities of State Departments of Agriculture involve numerous cooperative arrangements with the U. S. Department of Agriculture in marketing services, regulatory (such as meat, poultry and egg products inspection), plant and animal diseases, and pest control and eradication programs. In order to achieve greater state participation in national regulatory, inspection and grading programs were developed in the project a report of the Federal Assistance Review released in 1970. It has been determined that this committee be continued.

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The Committee will also review and make recommendations for updating policy as it relates to changing programs and emergency needs.

Continuation of the committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

The committee shall terminate two years from the date of this memorandum. Travel and per diem expenses for committee members will be available in accordance with applicable statutes and regulations. The USDA has authorized the Association funds up to \$1,000 for matching Federal funds necessary for expenses of the committee.

The Under Secretary of Agriculture and the President of the National Association of State Departments of Agriculture will serve as Co-Chairman and the Assistant to the Secretary for Intergovernmental Affairs will serve as Executive Secretary.

The U. S. Department of Agriculture members of the committee shall be the Assistant Secretary for Marketing and Consumer Services; the Assistant Secretary for International Affairs and Commodity Programs; the Assistant Secretary for Rural Development, the Assistant Secretary for Conservation, Research and Education, and the Director of Agricultural Economics. NASDA members shall consist of six executive heads of State Departments of Agriculture, to be appointed by the Secretary of Agriculture.

The committee is expected to meet annually on call of the Co-Chairmen. In view of the joint sponsorship of the committee, its reports and recommendations will be made available both to the U. S. Department of Agriculture and the National Association of State Departments of Agriculture.

Secretary's Memorandum No. 1724 of April 5, 1971, is hereby superseded.

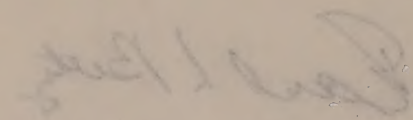
Earl L. Butz

Secretary of Agriculture

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The committee is expected to meet annually on call of the Co-Chairman. In view of the joint sponsorship of the committee, its reports and recommendations will be made available both to the U. S. Department of Agriculture and the National Association of State Departments of Agriculture.

Secretary's Memorandum No. 1724 of April 2, 1971, is hereby superseded.


Secretary of Agriculture



DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

March 2, 1973..

SECRETARY'S MEMORANDUM NO. 1806

Tobacco Marketing System Study Committee

There is an urgent need to improve the present marketing system for U.S. produced tobacco, and to meet this objective, a Tobacco Marketing System Study Committee is hereby established. Establishment of this Committee is in the public interest in connection with the duties imposed on the Department by law. The Committee will study and analyze the present U.S. and Canadian systems and will report its findings and recommendations to the Agricultural Stabilization and Conservation Service, not later than 120 days after issuance of this memorandum, at which time the Committee's duties shall terminate.

The Chairman of the Committee shall be the Director of the Tobacco Division, ASCS; and such Division shall provide the support services needed by the Committee in performance of its mission. There will be .11 man years required to serve this Committee. The cost of the Tobacco Marketing System Study Committee is estimated to be \$18,000. It is expected that the Committee will meet three or four times to accomplish its objective.

Members of the Committee shall be appointed by the Secretary.

Earl L. Butz

COMMITTEES

(Tobacco Marketing System Study)

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250



March 2, 1945

1806
SECRETARY'S MEMORANDUM NO.

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The Chairman of the Committee shall be the Director of the Tobacco Division, ASCS, and such Division shall provide the support services needed by the Committee in performance of its mission. There will be 11 men years required to serve this Committee. The cost of the Tobacco Marketing System Study Committee is estimated to be \$18,000. It is expected that the Committee will meet three or four times to accomplish its objective.

Members of the Committee shall be appointed by the Secretary.

Paul H. Burt

COMMITTEE TO STUDY THE TOBACCO MARKETING SYSTEM

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D. C. 20250

March 26, 1973.

SECRETARY'S MEMORANDUM NO. 1807

Committee on Planning and Policy for Land Use
and Land Conservation

This memorandum establishes within the Department of Agriculture a Committee on Planning and Policy for Land Use and Land Conservation. The Committee's mission is to coordinate the Department's interests and responsibilities in the Nation's effort to assure that land is used for the greatest long term benefit of all the people. In carrying out the mission, the Committee will give close attention to conservation and best use of productive farmland, protection and enhancement of environmental quality in rural areas, and achievement of rural development objectives.

Establishment of the Committee is pursuant to the Department's long-standing concern for the well-being of rural people and the use, conservation, and management of the Nation's land resources.

Background. This Department influences land use decisions on more acreage each year than those of any other government entity. It is directly involved with land and its use on three-fourths of the 2.27 billion acres of land in the Nation. Of the three-fourths, 10 percent are public lands in U. S. National Forests and National Grasslands, and 90 percent are privately owned or controlled by States, counties, and other units of local government.

The land of America's farms, ranches, forests, wildlands, wetlands, natural areas, and communities serves in meeting the Nation's demands for improvements in our quality of life, as well as supplying the food, fiber, and forest products required for sustenance, clothing, and shelter. These increasing and often competing demands for land make the interface between land use in rural America and urban America assume new and important perspectives.

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D. C. 20250

March 24, 1975

SECRETARY'S MEMORANDUM NO. 1527

Committee on Planning and Policy for Land Use
and Land Conservation

This memorandum establishes within the Department of Agriculture a Committee on Planning and Policy for Land Use and Land Conservation. The Committee's mission is to coordinate the Department's interests and responsibilities in the Nation's effort to ensure that land is used for the greatest long-term benefit of all the people. In carrying out this mission, the Committee will give close attention to conservation and best use of productive farmlands, protection and enhancement of environmental quality in rural areas, and achievement of rural development objectives.

Establishment of the Committee is pursuant to the Department's long-standing concern for the well-being of rural people and the use, conservation, and management of the Nation's land resources.

Background. The Department influences land use decisions on more average each year than those of any other government entity. It is directly involved with land and its use on three-fourths of the 2.27 billion acres of land in the Nation. Of the three-fourths, 19 percent are public lands in U. S. National Forests and National Grasslands, and 80 percent are privately owned or controlled by States, counties, and other units of local government.

The land of America's farms, ranches, forests, wildlands, wetlands, natural areas, and communities serves in meeting the Nation's demands for improvements in our quality of life, as well as supplying the food, fiber, and forest products required for sustenance, clothing, and shelter. These increasing and often competing demands for land make the interface between land use in rural America and urban America assume new and important perspectives.

Functions. The Committee will make recommendations and assist in actions needed so that the Department can meet its responsibilities in the following important areas. In each of the following functions, specific attention will be given to ways in which the Department can best assist States in developing land use planning legislation and programs for rural areas:

1. Policy and Legislation Strategies

- A. Identify specific roles and responsibilities for USDA in proposed legislation, prepare for representation on the proposed National Advisory Board on Land Use Policy and other such groups and for participation in reviewing and approving State land use planning programs, especially as they relate to rural development plans, agricultural and forestry land uses, use of soil survey information, and projections of agricultural land use and capabilities.
- B. Enunciate policy positions of the Department concerning the use, conservation and development of land and water resources for food and fiber purposes such as crop, pasture and timber, and identify program coordination needs within and among Departments.
- C. Formulate policy positions concerning recreation and open space uses of farms, ranches, and privately owned forest lands near cities, including policies for the protection of prime and unique agricultural, grazing, and watershed lands and other areas of critical environment concern.

2. Program Coordination

Review Department programs for adequacy in fulfilling Department objectives for land use, consult with agency personnel, as needed, to assess resource program objectives and agency progress, and assume responsibility to advise other concerned groups in the Department on matters of mutual concern, especially to be prepared to help local people be ready to fully assume their responsibilities.

Functions. The Committee will make recommendations and assist in actions needed so that the Department can meet its responsibilities in the following important areas. In each of the following functions, specific attention will be given to ways in which the Department can best assist States in developing land use planning legislation and programs for rural areas:

I. Policy and Legislation Strategies

- A. Identify specific roles and responsibilities for USDA in legislation now proposed, prepare for representation on the proposed National Advisory Board on Land Use Policy and other such groups and for participation in reviewing and approving State land use planning programs, especially as they relate to rural development plans, agricultural and forestry land use, use of soil survey information, and protection of agricultural land use and capabilities.
- B. Formulate policy positions of the Department concerning the use, conservation and development of land and water resources for food and fiber purposes such as crop, pasture and timber, and identify program coordination needs within and among Departments.
- C. Formulate policy positions concerning recreation and open space use of farms, ranches, and privately owned forest lands near cities, including policies for the protection of prime and unique agricultural, grazing, and watershed lands and other areas of critical environmental concern.

II. Program Coordination

Review Department programs for adequacy in fulfilling Department objectives for land use, consult with agency personnel, as needed, to assess resource program objectives and agency programs, and assume responsibility to advise other concerned groups in the Department on matters of mutual concern, especially to be prepared to help local people be ready to fully assume their responsibilities.

3. Surveillance

Identify land and water policy problems, and summarize and interpret information related to National, regional, and State land and water problems of primary concern for agriculture, rural areas, or the administration of Department programs.

4. Education and Information

Serve as a focal point in the Department for contacts and information exchange with public and private organizations on matters of land use policy. Foster increased public awareness of, and responsiveness to land use planning and policy considerations in developing and operating its programs. Promote greater recognition within the Department of the importance of land use planning and policy in formulating and conducting its programs. Insure that interdepartmental efforts have the benefit of USDA experience and competence. Provide leadership in National and international programs and forums relating to land use of concern to USDA.

5. Program Review

Review all programs directly related to land use and land conservation and where needed recommend new program thrusts including those needed at the State and local levels for meeting fully Departmental land use and land conservation responsibilities.

Committee Structure.

Member Agencies

- | | |
|--------|---|
| ASCS) | 1. Each agency shall nominate for the Secretary's |
| CSRS) | approval a member and an alternate to the |
| ERS) | Committee. The Secretary will name the |
| ES) | Chairman and Vice-Chairman. |
| FHA) | |
| FS) | 2. This is an important assignment and the |
| RDS) | member or the alternate shall participate |
| SCS) | fully in Committee activities, have authority |
| | to represent his agency, be able to devote |
| | sufficient time to carry out his duties and |
| | have his agency's commitment for reasonable |
| | staff assistance for effective service. |

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Committee Structure

Member Agencies

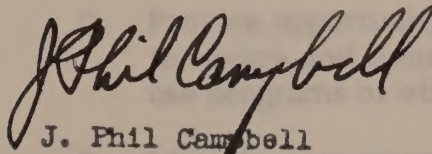
- | | |
|--|--------|
| 1. Each agency shall nominate for the Secretary's approval a member and an alternate to the Committee. The Secretary will name the Chairman and Vice-Chairman. | ASCS) |
| | CSRS) |
| | WRS) |
| | ES) |
| | FWA) |
| 2. This is an important assignment and the member or the alternate shall participate fully in Committee activities, have authority to represent his agency, be able to devote sufficient time to carry out his duties and have his agency's commitment for responsible staff assistance for effective service. | ES) |
| | RPS) |
| | SCS) |

3. Agency representatives shall provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with Department-level or inter-agency activities and reports involving the programs and responsibilities of their agencies.

Implementation. The Committee will advise the Secretary and his staff and, where appropriate, lead or conduct multiagency and Department-level studies to develop information and make reports and recommendations regarding land use policy with respect to:

1. Departmental policy
 - a. Development
 - b. Implementation
 - c. Modification
2. USDA programs
 - a. Departmentwide or multiagency planning and coordination
 - b. Cooperative programs with other Federal, State, and local agencies and private organizations
3. Executive and legislative action
 - a. Response to directives, inquiries, and proposed legislation
 - b. USDA proposals as needed

From time to time other agencies of the Department may be asked to attend Committee meetings and advise on items of significance to such agencies.


J. Phil Campbell
Acting Secretary

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I. Departmental policy

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- a. Response to directives, inquiries, and proposed legislation
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John Campbell
J. Phil Campbell
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 14, 1977

SECRETARY'S MEMORANDUM NO. 1807, REVISED

USDA Committee on Land Use

Background. There is a growing national concern about the wise use of America's land resources for all purposes. The Department affirms (1) that the major responsibility for land use policy, planning, and regulations rests with local and State governments and (2) that the rights and responsibilities of landowners and operators in making land use decisions must be recognized in administering Federal programs.

It is in the best interests of the Nation that the agencies of this Department coordinate programs that assist in meeting the national needs for food, fiber, and wood production; community and rural development; and environmental protection. These include financial assistance programs and research, technical, and educational activities to help individual landowners and local public bodies make land use decisions consistent with local and national objectives.

Functions. The Committee will make recommendations and assist in actions so that the Department can meet its responsibilities in the following important areas.

1. Coordination and Review

- A. Review land use issues and identify options for resolving issues and establishing Departmental and Federal land use policies.
- B. Review Departmental programs directly affecting land use and identify alternative actions which could be taken to support and implement Departmental policies on land use.
- C. Identify conflicting program objectives and program results, particularly those that create or encourage land use patterns that are inconsistent with the Department's policies on land use.
- D. Provide opportunity and procedures for all concerned USDA agencies to review and comment on the Departmental input into the land use programs of other Federal departments and agencies.
- E. Identify ways to cooperate with other Federal departments and agencies on land use activities.

COMMITTEES

(Land Use)



December 14, 1977

SECRETARY'S MEMORANDUM NO. 1807, REVISED

USDA Committee on Land Use

Background. There is a growing national concern about the wise use of America's land resources for all purposes. The Department believes (1) that the major responsibility for land use policy, planning, and regulatory acts with local and state governments and (2) that the rights and responsibilities of landowners and operators in making land use decisions must be recognized in administering Federal programs.

It is in the best interests of the Nation that the agencies of this Department coordinate programs that assist in meeting the national needs for food, fiber, and wood production, community and rural development, and environmental protection. These include financial assistance programs and research, technical, and educational activities to help individual landowners and local public bodies make land use decisions consistent with local and national objectives.

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- C. Identify conflicting program objectives and program results, particularly those that create or encourage land use patterns that are inconsistent with the Department's policies on land use.
- D. Provide opportunity and procedures for all concerned USDA agencies to review and comment on the Departmental input into the land use programs of other Federal departments and agencies.
- E. Identify ways to cooperate with other Federal departments and agencies on land use activities.

2. Assistance to States and Localities

- A. Major authority and responsibility for making public decisions on land use is vested with State and local governments. Specific attention will be given to recommending ways in which the Department can best assist States and localities in developing land use policies and programs that are consistent with national and Departmental land use policies.
- B. The Committee will coordinate establishment of similar committees among USDA agencies at the State and local levels to facilitate the coordination of land use-related program delivery services at those levels.
- C. Provide frequent communications from the Department to regional, State, and field offices of USDA agencies to assure consistent understanding and application of the Department's policies and objectives related to land use.

3. Data Collection and Research

- A. Identify land and related water policy problems and collect, summarize, and interpret information on such problems at national, regional, State, and local levels.
- B. Assist in developing the Department's land use research objectives and needs.

4. Education and Information

- A. Promote greater recognition among the personnel of the Department of current events, new information, and relevant Departmental/ Administration policy positions on land use, conservation and development, and the importance to the Nation of encouraging coordinated efforts to achieve land use goals.
- B. Provide a source of leadership for national and international programs and forums to identify land use problems, issues, trends, and needs for public and private action, and processes for implementing land use policies.
- C. Prepare and disseminate land use information and educational material for use in making land use policies and decisions at State and local levels.
- D. Encourage a heightened level of local public involvement in land use decisionmaking, as well as meaningful public involvement in the development of the Department's own land use-related policies.

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- D. Encourage a heightened level of local public involvement in land use decisionmaking, as well as meaningful public involvement in the development of the Department's own land use-related policies.

Committee Structure

1. Member Agencies

Agricultural Stabilization and Conservation Service (ASCS)
Economics, Statistics, and Cooperatives Service (ESCS)
Farmers Home Administration (FmHA)
Rural Development Service (RDS)
Science and Education Administration (SEA)
Rural Electrification Administration (REA)
Forest Service (FS)
Soil Conservation Service (SCS)

2. Agency Representatives

A. Each agency shall nominate for the Secretary's approval a member and an alternate to the Committee.

B. The Secretary will name the Chairman and Vice Chairman.

3. Executive Committee

The Chairman will designate an Executive Committee that shall, under his direction, provide day-to-day guidance for Committee activities and functions.

4. Staff, Financial Support and Implementation

A. Agencies will be expected to assign staff persons, with appropriate support, whose principal duties will be to contribute to the work of the Committee.

B. Temporary or intermittent assignment of other staff resources will be made, where needed, to supplement the staff team. Members of the full Committee may be asked to provide staff inputs on matters where their agency has particular concern or expertise.

C. The Chairman, in consultation with the Committee, will establish a meeting schedule and establish procedures and subcommittees as needed to carry out assignments.

D. The Chairman, in consultation with the Director, Economics, Policy Analysis and Budget, will designate study leaders and approve study plans, timetables, and agenda for the analytic work of the Committee. A member of the Policy Analysis or Program Review Divisions of the Office of Budget, Planning and Evaluation (OBPE) will be the study leader or co-leader on all studies or reviews undertaken by the Committee.

1. Member Agencies

Agricultural Stabilization and Conservation Service (ASCS)
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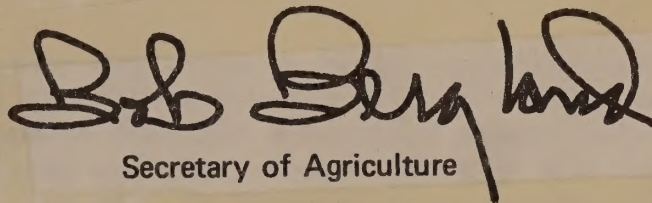
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5. Participation of Other Agencies

- A. From time to time, other agencies of the Department may be asked to attend Committee meetings and advise on items of significance to their policies or programs.
- B. Continuing participation from other Federal departments will be sought to provide communications on land use issues.

This memorandum supersedes Secretary's Memorandum No. 1807, dated March 26, 1973.


Secretary of Agriculture

OBJECTIVE. The Committee provides interagency coordination and advice to achieve greater efficiency and coordination among the Bureau of Land Management, Bureau of Indian Affairs, and Forest Service through exchange of information and development of uniformity in working methods and procedures in timber sales.

MEMBERSHIP. The Committee is composed of the following three officials, with membership rotating each year:

Chief, Division of Forestry
Bureau of Land Management
U. S. Department of the Interior

Chief, Branch of Forestry
Bureau of Indian Affairs
U. S. Department of the Interior

Director of Timber Management
Forest Service
U. S. Department of Agriculture

TERMS. The Committee terminates on June 30, 1974 as stated in the Memorandum of Agreement, subject to renewal.



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 2, 1973..

SECRETARY'S MEMORANDUM NO. 1808

Interagency Committee on Timber Sale Procedures

The Interagency Committee on Timber Sale Procedures was initially established in 1956 to develop uniform working methods and procedures among the member agencies concerning timber sale procedures. The member agencies are the Forest Service of the Department of Agriculture, and the Bureaus of Land Management and Indian Affairs of the Department of the Interior. There is currently in effect a Memorandum of Agreement, executed on May 31, 1972, among the member agencies providing for the Committee. Continuation of the Committee is in the public interest in connection with the duties imposed on the Department by law.

OBJECTIVES. The Committee provides interagency coordination and advice to achieve greater efficiency and coordination among the Bureau of Land Management, Bureau of Indian Affairs, and Forest Service through exchange of information and development of uniformity in working methods and procedures in timber sales.

MEMBERSHIP. The Committee is composed of the following three officials, with chairmanship rotating each year:

Chief, Division of Forestry
Bureau of Land Management
U. S. Department of the Interior

Chief, Branch of Forestry
Bureau of Indian Affairs
U. S. Department of the Interior

Director of Timber Management
Forest Service
U. S. Department of Agriculture

TERM. The Committee terminates on June 30, 1974 as stated in the Memorandum of Agreement, subject to renewal.

COMMITTEES

(Timber Sale Procedures, Interagency)



April 2, 1973

SECRETARY'S MEMORANDUM NO. 145

Interagency Committee on Timber Sale Procedures

The Interagency Committee on Timber Sale Procedures was initially established in 1955 to develop uniform working methods and procedures among the member agencies concerning timber sale procedures. The member agencies are the Forest Service of the Department of Agriculture and the Bureau of Land Management and Indian Affairs of the Department of the Interior. There is currently in effect a Memorandum of Agreement, executed on May 31, 1972, among the member agencies providing for the Committee. Continuation of the Committee is in the public interest in connection with the duties imposed on the Department by law.

OBJECTIVES. The Committee provides interagency coordination and advice to achieve greater efficiency and coordination among the Bureau of Land Management, Bureau of Indian Affairs, and Forest Service through exchange of information and development of uniformity in working methods and procedures in timber sales.

MEMBERSHIP. The Committee is composed of the following three officials, with chairmanship rotating each year:

Chief, Division of Forestry
Bureau of Land Management
U. S. Department of the Interior

Chief, Branch of Forestry
Bureau of Indian Affairs
U. S. Department of the Interior

Director of Timber Management
Forest Service
U. S. Department of Agriculture

TERM. The Committee terminates on June 30, 1974 as stated in the Memorandum of Agreement, subject to renewal.

AGENCY SUPPORT. The Committee members report to the heads of their respective Agencies. The Agencies involved share the responsibility of necessary support for the Committee. Forest Service is responsible for necessary reporting and for maintaining the official file.

MEETINGS. The Committee meets quarterly.

OPERATING COSTS. The estimated annual operating cost is \$100 and 1/10 man-years.

Earl L. Butz

Secretary of Agriculture

The functions of this Committee could not reasonably be completed in less than one year.

The Assistant Secretary for International Affairs and Commodity Programs will be Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Commodity Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Service Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$11,000. This memorandum also serves as the charter for the Committee.

It is suggested that this Committee will meet twice a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1720, dated April 28, 1971.

Earl L. Butz

AGENCY SUPPORT. The Committee members report to the heads of their respective Agencies. The Agencies involved share the responsibility of necessary support for the Committee. Forest Service is responsible for necessary reporting and for maintaining the official file.

MEETINGS. The Committee meets quarterly.

OPERATING COSTS. The estimated annual operating cost is \$100 and 1/10 man-years.

Paul J. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

April 24, 1973.

SECRETARY'S MEMORANDUM NO. 1889

National Cotton Advisory Committee

The Department has need to draw on the knowledge and experience of cotton producers and representatives of the industry in carrying out its legal responsibilities for current and future cotton programs. To accomplish this purpose, the National Cotton Advisory Committee is hereby reestablished. Reestablishment of the Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for cotton, production adjustment and stabilization programs, and other matters relating to this commodity.

The functions of this Committee could not reasonably be completed in less than two years.

The Assistant Secretary for International Affairs and Commodity Programs will be Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Cotton Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Cotton Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$22,000. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet twice a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1729, dated April 28, 1971.

Earl Budy

COMMITTEES (Cotton National Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

April 26, 1973.

SECRETARY'S MEMORANDUM NO. 1810

Initial Decisions by Administrative Law Judges
and Final Decisions of the Secretary

The Civil Service Commission has amended Subpart B, Part 930, Title 5, Code of Federal Regulations (37 F.R. 16787), to change the title of "Hearing Examiner" to "Administrative Law Judge." Accordingly, the title of the "Office of Hearing Examiners" in this Department has been changed to "Office of Administrative Law Judges."

The Administrative Law Judges of this Department are authorized to issue initial decisions pursuant to applicable rules of practice, in adjudication and rate proceedings that are subject to the provisions of sections 556 and 557 of Title 5, United States Code (the Administrative Procedure Act). Such initial decisions shall be issued promptly after the cases are ready for decision, and shall become final without further proceedings unless there is an appeal to the Secretary by a party to the proceeding in accordance with the applicable rules of practice: Provided, however, that no decision shall be final for purposes of judicial review except a final decision of the Secretary upon appeal. The General Counsel shall determine which initial decisions shall be appealed by the Department to the Secretary. The authority to issue initial decisions shall become effective upon amendment of the various rules of practice.

As used in this memorandum, "Secretary" means the Secretary of Agriculture, the Judicial Officer, or other officer or employee of the Department delegated, pursuant to the Act of April 4, 1940 (7 U.S.C. 450c-450g), and Reorganization Plan No. 2 of 1953, "regulatory functions" as that term is defined in the 1940 Act, in acting as a final deciding officer in adjudication and rate proceedings referred to herein.

The various agencies of the Department responsible for the administration of statutes under which such proceedings are held shall prepare and issue revisions, in cooperation and

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary

Washington, D.C. 20250

April 22, 1953

SECRETARY'S MEMORANDUM NO. 1810

Initial Decisions by Administrative Law Judges
and Final Decisions of the Secretary

The Civil Service Commission has amended Subpart B, Part 430, Title 5, Code of Federal Regulations (37 F.R. 18737), to change the title of "Hearing Examiner" to "Administrative Law Judge." Accordingly, the title of the "Office of Hearing Examiners" in this Department has been changed to "Office of Administrative Law Judges."

The Administrative Law Judges of this Department are authorized to issue initial decisions pursuant to applicable rules of practice, in adjudication and rate proceedings that are subject to the provisions of sections 556 and 557 of Title 5, United States Code (the Administrative Procedure Act). Such initial decisions shall be issued promptly after the cases are ready for decision, and shall become final without further proceedings unless there is an appeal to the Secretary by a party to the proceeding in accordance with the applicable rules of practice. Provided, however, that no decision shall be final for purposes of judicial review except a final decision of the Secretary upon appeal. The General Counsel shall determine which initial decisions shall be appealed by the Department to the Secretary. The authority to issue initial decisions shall become effective upon amendment of the various rules of practice.

As used in this memorandum, "Secretary" means the Secretary of Agriculture, the Judicial Officer, or other officer or employee of the Department delegated, pursuant to the Act of April 4, 1940 (7 U.S.C. 450c-450g), and Reorganization Plan No. 2 of 1953, "regulatory functions" as that term is defined in the 1940 Act, in acting as a final deciding officer in adjudication and rate proceedings referred to herein.

The various agencies of the Department responsible for the administration of statutes under which such proceedings are held shall prepare and issue revisions, in cooperation and

consultation with the Office of the General Counsel, the Office of Administrative Law Judges, and the Judicial Officer, of the applicable rules of practice in accordance with this memorandum.

The provisions of any memorandum inconsistent herewith are hereby superseded. The "Delegations of Authority by the Secretary of Agriculture and General Officers of the Department" published in the Federal Register on December 27, 1972 (37 F.R. 28463 et seq.) are being amended in accordance with this memorandum.

Earl L. Butz

William Egan, Assistant Secretary, Chairman
 Carroll G. Brundage, Assistant Secretary
 Clayton Tauter, Assistant Secretary
 Robert W. Long, Assistant Secretary
 Joseph E. Wright, Jr., Assistant Secretary
 for Administration
 Ben Fastberg, Director, Division of Economics
 Frank R. Miller, Acting Administrator,
 Farmers Home Administration
 Kenneth E. Clark, Administrator, Agricultural
 Stabilization and Conservation Service
 John A. Engel, General Counsel
 George A. Miles, Director of Finance
 William C. Carlson, Director, Office of
 Planning Evaluation

Earl L. Butz
 Secretary of Agriculture

COMMUNICATIONS SECTION

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The provisions of any memoranda inconsistent herewith are hereby superseded. The "Delegations of Authority by the Secretary of Agriculture and General Officers of the Department" published in the Federal Register on December 27, 1972 (37 F.R. 28463 et seq.) are being amended in accordance with this memorandum.

Paul L. Butty



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 27, 1973.

SECRETARY'S MEMORANDUM NO. 1811

Establishment of a Departmental Board to Review
the Marketing of USDA Insured Notes and CCC Guaranteed Drafts

During the past few years the Department has greatly expanded its insured loan activities. Export credit sales of Commodity Credit Corporation have also increased. The greatest volume of insured notes relates to the programs of the Farmers Home Administration. Recent actions, however, have authorized marketing of insured notes for the rural electric and telephone loan programs as well as drafts generated by the CCC export credit sales program.

The efficient marketing of these assets is essential in order for this Department to meet outlay targets for fiscal years 1973 and 1974. At the same time it is necessary to obtain the most favorable return for the sale of these instruments.

In order to achieve the broadest possible review of the marketing of such assets by the Department, I am hereby establishing a Departmental Review Board and assigning to it responsibility for approving the terms and conditions under which such instruments will be sold. The Review Board will consist of the following officials:

William Erwin, Assistant Secretary, Chairman
Carroll G. Brunthaver, Assistant Secretary
Clayton Yeutter, Assistant Secretary
Robert W. Long, Assistant Secretary
Joseph R. Wright, Jr., Assistant Secretary
for Administration
Don Paarlberg, Director, Agricultural Economics
Frank B. Elliott, Acting Administrator,
Farmers Home Administration
Kenneth E. Frick, Administrator, Agricultural
Stabilization and Conservation Service
John A. Knebel, General Counsel
Jerome A. Miles, Director of Finance
William A. Carlson, Director, Office of
Planning Evaluation

Earl H. Butz
Secretary of Agriculture

COMMITTEES (*Board, Review Insured Notes*)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 27, 1972

SECRETARY'S MEMORANDUM NO. 1811

Establishment of a Departmental Board to Review
the Marketing of USDA Insured Notes and CCC Guaranteed Notes

During the past few years the Department has greatly expanded its financial loan activities. Export credit sales of Commodity Credit Corporation have also increased. The greatest volume of insured notes relates to the programs of the Farmers Home Administration. Recent actions, however, have authorized marketing of insured notes for the rural electric and telephone loan programs as well as drafts generated by the CCC export credit sales program.

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In order to achieve the broadest possible review of the marketing of such assets by the Department, I am hereby establishing a Departmental Review Board and assigning to it responsibility for approving the terms and conditions under which such instruments will be sold. The Review Board will consist of the following officials:

William E. Ryan, Assistant Secretary, Chairman
Carrick G. Humphrey, Assistant Secretary
Clayton Yeutter, Assistant Secretary
Robert W. Long, Assistant Secretary
Joseph R. Wright, Jr., Assistant Secretary
for Administration
Don Raskin, Director, Agricultural Economics
Frank E. Elliott, Acting Administrator
Farmers Home Administration
Kenneth E. Wick, Administrator, Agricultural
Stabilization and Conservation Service
John A. Nadel, General Counsel
Jerome A. Miles, Director of Finance
William A. Carlson, Director, Office of
Planning Evaluation

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

December 5 1973

SECRETARY'S MEMORANDUM NO. 1811, SUPPLEMENT 1

Establishment of a Departmental Board to Review
the Marketing of USDA Insured Notes and CCC Guaranteed Drafts

Secretary's Memorandum No. 1811, dated April 27, 1973, is amended to add the following to the Review Board:

David A. Hamil, Administrator, Rural
Electrification Administration,
and Governor, Rural Telephone Bank

Earl L. Butz

Earl L. Butz
Secretary

- (b) All functions previously delegated to the Science and Education Staff are hereby transferred to the Assistant Secretary for Conservation, Research and Education. The Science and Education Staff is abolished.

PERMANENT FUNCTIONAL ASSIGNMENTS: The Assistant Secretary for Conservation, Research and Education will submit a proposal for permanent assignments of the functions covered by this memorandum, including all documentation required by Department regulations, on or before July 31, 1975.

INTERIM ASSIGNMENTS: The Assistant Secretary for Conservation, Research and Education is hereby authorized to take the following actions during the period covered by the temporary functional assignments made above:

- (a) Abolish any function covered by this memorandum which he determines to be no longer needed.
- (b) Make any reassignments of functions covered by this memorandum to people or organizations under his jurisdiction.

COMMITTEES (Board Review Insured Notes)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

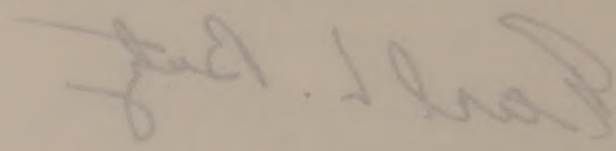
December 5 1973

SECRETARY'S MEMORANDUM NO. 1811, SUPPLEMENT 1

Establishment of a Departmental Board to Review
the Marketing of USDA Insured Notes and CCC Guaranteed Notes

Secretary's Memorandum No. 1811, dated April 27, 1973, is amended to
add the following to the Review Board:

David A. Howell, Administrator, Rural
Electricity Administration,
and Governor, Rural Telephone Bank



Earl L. Butts
Secretary

COMMITTEE (Board Review)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

May 29, 1973.

SECRETARY MEMORANDUM NO. 1812

Responsibilities of the Assistant Secretary for Conservation,
Research and Education

PURPOSE: This memorandum temporarily reassigns functions previously delegated to the Director, Science and Education, and provides for the permanent assignment of these functions.

TEMPORARY FUNCTIONAL ASSIGNMENTS: The following functional assignments are effective immediately and expire August 31, 1973:

- (a) With the exception of those responsibilities assigned by Secretary's Memorandum No. 1803, Revised, dated March 14, 1973, all functions previously delegated to the Director, Science and Education, or to individuals or groups on the Staff of the immediate Office of the Director, Science and Education, are hereby transferred to the Assistant Secretary for Conservation, Research and Education. The Office of the Director, Science and Education is abolished.
- (b) All functions previously delegated to the Science and Education Staff or to individuals or groups on the Science and Education Staff are hereby transferred to the Assistant Secretary for Conservation, Research and Education. The Science and Education Staff is abolished.

PERMANENT FUNCTIONAL ASSIGNMENTS: The Assistant Secretary for Conservation, Research and Education will submit a proposal for permanent assignments of the functions covered by this memorandum, including all documentation required by Department regulations, on or before July 31, 1973.

INTERIM ASSIGNMENTS: The Assistant Secretary for Conservation, Research and Education is hereby authorized to take the following actions during the period covered by the temporary functional assignments made above:

- (a) Abolish any function covered by this memorandum which he determines to be no longer needed.
- (b) Make any reassignments of functions covered by this memorandum to people or organizations under his jurisdiction.

ORGANIZATION

1 (Secretary)

May 29, 1973

SECRETARY MEMORANDUM NO. 1812

Responsibilities of the Assistant Secretary for Conservation,
Research and Education

PURPOSE: This memorandum temporarily reassigns functions previously dele-
gated to the Director, Science and Education, and provides for the permanent
assignment of these functions.

TEMPORARY FUNCTIONAL ASSIGNMENTS: The following functional assignments are
effective immediately and expire August 31, 1973:

(a) With the exception of those responsibilities assigned by
Secretary's Memorandum No. 1803, Revised, dated March 16,
1973, all functions previously delegated to the Director,
Science and Education, or to individuals or groups on the
staff of the immediate Office of the Director, Science and
Education, are hereby transferred to the Assistant Secretary
for Conservation, Research and Education. The Office of the
Director, Science and Education is abolished.

(b) All functions previously delegated to the Science and Educa-
tion Staff or to individuals or groups on the Science and
Education Staff are hereby transferred to the Assistant Sec-
retary for Conservation, Research and Education. The Science
and Education Staff is abolished.

PERMANENT FUNCTIONAL ASSIGNMENTS: The Assistant Secretary for Conserva-
tion, Research and Education will submit a proposal for permanent assign-
ments of the functions covered by this memorandum, including all documen-
tation required by Department regulations, on or before July 31, 1973.

OTHER ASSIGNMENTS: The Assistant Secretary for Conservation, Research
and Education is hereby authorized to take the following actions during
the period covered by the temporary functional assignments made above:

(a) Abolish any function covered by this memorandum which
he determines to be no longer needed.

(b) Make any reassignments of functions covered by this
memorandum to people or organizations under his
jurisdiction.

STAFF SUPPORT: The Office of Management Services and the Agricultural Research Service will provide staff assistance to the Assistant Secretary for Conservation, Research and Education in implementing the requirements of this memorandum.

INCIDENTAL TRANSFERS: The Assistant Secretary for Administration will approve transfers of funds, records, property, and personnel related to the functional reassignments made by this memorandum.

Earl L. Butz

Measures will be approved by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of this transition is \$13,000. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will work under a year of the call of the Secretary.

This memorandum represents Secretary's Memorandum No. 177, dated January 26, 1971.

Earl L. Butz

REMARKS: The Office of Management Services and the Agricultural Research Station will provide staff assistance to the Assistant Secretary for Administration, Research and Education in implementing the recommendations of this memorandum.

ADMINISTRATIVE RECOMMENDATIONS: The Assistant Secretary for Administration will improve management of funds, records, property, and personnel related to the functional assignments made by this memorandum.

Paul J. Burt

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

June 7, 1973..

SECRETARY'S MEMORANDUM NO. 1813

Advisory Committee on Grains - Wheat, Feed Grains and Soybeans

The Department has need to draw on the knowledge and experience of grain producers and representatives of the industry in carrying out its legal responsibilities for current and future grain and soybean programs. To accomplish this purpose, the Advisory Committee on Grains - Wheat, Feed Grains and Soybeans is hereby established. Establishment of this Advisory Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for grains and soybeans, production adjustment and stabilization programs, and other matters relating to these commodities.

The functions of this Committee could not reasonably be completed in less than two years.

The Assistant Secretary for International Affairs and Commodity Programs will be the Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Grain Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Grain Division will be responsible for providing the necessary staff support to the Committee, which is estimated at approximately .17 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of this Committee is \$15,000. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet twice a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1717, dated January 26, 1971.

Earl L. Butz

COMMITTEES

(Grains - Wheat, Feed Grains and Soybeans)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

June 7, 1971

SECRETARY'S MEMORANDUM NO. 1813

Advisory Committee on Grains - Wheat, Feed Grains and Soybeans

The Department has need to draw on the knowledge and experience of grain producers and representatives of the industry in carrying out its legal responsibilities for current and future grain and soybean programs. To accomplish this purpose, the Advisory Committee on Grains - Wheat, Feed Grains and Soybeans is hereby established. Establishment of this Advisory Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for grains and soybeans, production adjustment and stabilization programs, and other matters relating to these commodities.

The functions of this Committee could not reasonably be completed in less than two years.

The Assistant Secretary for International Affairs and Commodity Programs will be the Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Grain Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Grain Division will be responsible for providing the necessary staff support to the Committee, which is estimated at approximately 17 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of this Committee is \$15,000. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet twice a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1717, dated January 26, 1971.

Paul L. Butz

COMMITTEE

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 13, 1973.

SECRETARY'S MEMORANDUM NO. 1814

International Agricultural Development Committee

The purposes of this committee are to make recommendations on basic objectives, policies and proposals arising in the administration of the Department's technical assistance and agricultural development activities abroad, and to develop ways and means for fully utilizing Department competence and other resources in support of the U.S. foreign economic and technical assistance responsibilities assigned to this Department.

The current membership consists of the heads of the following agencies and offices:

- ✓ Agricultural Marketing Service
- ✓ Agricultural Research Service
- ✓ Agricultural Stabilization and Conservation Service
- ✓ Animal and Plant Health Inspection Service
- ✓ Cooperative State Research Service
- ✓ Economic Research Service
- ✓ Extension Service
- ✓ Farmer Cooperative Service
- ✓ Farmers Home Administration
- ✓ Foreign Agricultural Service
- ✓ Forest Service
- ✓ International Organizations Staff
- ✓ Office of Budget and Finance
- ✓ Office of Personnel
- ✓ Rural Development Service
- ✓ Rural Electrification Administration
- ✓ Soil Conservation Service
- ✓ Statistical Reporting Service

The Director of Agricultural Economics serves as Chairman of the International Agricultural Development Committee, with the Administrator of the Economic Research Service as Executive Secretary.

Secretary's Memorandum No. 1634 of April 30, 1968, is hereby superseded.

Earl H. Bay

COMMITTEES

International Agricultural Development

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 3, 1972

SECRETARY'S MEMORANDUM NO. 1814

International Agricultural Development Committee

The purposes of this committee are to make recommendations on basic objectives, policies and proposals existing in the administration of the Department's technical assistance and agricultural development activities abroad, and to develop ways and means for fully utilizing Department competence and other resources in support of the U.S. foreign economic and technical assistance responsibilities assigned to this Department.

The current membership consists of the heads of the following agencies and offices:

Agricultural Marketing Service
Agricultural Research Service
Agricultural Stabilization and Conservation Service
Animal and Plant Health Inspection Service
Cooperative State Research Service
Economic Research Service
Extension Service
Forest Cooperative Service
Farmers Home Administration
Foreign Agricultural Service
Forest Service
International Organizations Staff
Office of Budget and Finance
Office of Personnel
Rural Development Service
Rural Electrification Administration
Soil Conservation Service
Statistical Reporting Service

The Director of Agricultural Economics serves as Chairman of the International Agricultural Development Committee, with the Administrator of the Economic Research Service as Executive Secretary.

Secretary's Memorandum No. 1834 of April 30, 1968, is hereby superseded.

Paul L. Boy



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 27, 1973.

SECRETARY'S MEMORANDUM NO. 1815

Coordination of USDA Energy Crisis Activities

The energy crisis as it relates to agricultural production, processing and distribution is of major concern to the agricultural sector and to the general public. Farming, ranching, dairy and fishing activities and services directly related to the cultivation, production, preservation, processing and distribution of food has been given a priority status in the voluntary crude oil and refinery products program. General policy direction for the program is vested in the Oil Policy Committee headed by William E. Simon, Deputy Secretary of the Treasury, and the day-to-day administration of the program is handled by the Office of Oil and Gas in the U. S. Department of the Interior.

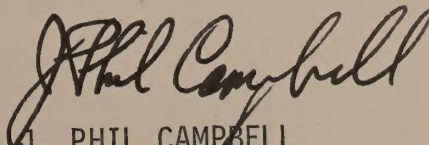
Secretary Butz serves on the Oil Policy Committee and is represented on the Oil Policy Committee Working Group by Mr. Edward H. Hansen, Deputy Assistant to the Secretary for Intergovernmental Affairs.

The Office of Oil and Gas has turned to USDA for assistance on agricultural matters in operating the voluntary allocation program. In all instances, USDA response to requests for such assistance has been excellent. USDA agencies are currently involved in such activities as the monitoring and reporting on farm fuel problems, projection of farm fuel needs and educational programs on fuel conservation. As shortage persists, we anticipate a broader agency involvement.

The USDA effort in assisting agriculture during the fuel crisis will require considerable inter-agency cooperation as well as contacts with other federal departments, state and local governments, farm organizations, commodity groups and others.

Mr. W. F. Moss, Assistant to the Secretary for Intergovernmental Affairs, is hereby designated as the USDA Energy Crisis Coordinator.

To assure maximum departmental coordination and cooperation, each Assistant Secretary and the Director of Agricultural Economics is requested to designate an individual to serve as his contact with Mr. Moss on matters relating to the energy crisis.


J. PHIL CAMPBELL
Under Secretary

FUEL



SECURITY INFORMATION

COPIES OF THE SECRETARY'S CRISIS ACTIVITIES

The Secretary's crisis activities are related to a wide range of activities and are conducted in a variety of ways. The Secretary's crisis activities are conducted in a variety of ways, including the following:

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U.S. GOVERNMENT PRINTING OFFICE
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UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

June 28, 1973.

SECRETARY'S MEMORANDUM NO. 1816
~~MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES~~

Delegation of Authority -- Regional, State and local
Advisory Committees

All authority previously delegated to establish or reestablish regional, state, and local advisory committees is rescinded.

Authority to establish or reestablish regional, state, and local advisory committees is hereby redelegated to the Assistant Secretaries and to the Director, Agricultural Economics. A regional, state, or local committee shall be established by the Assistant Secretary or the Director, Agricultural Economics, under whose authority the committee functions.

Earl L. Butz

ORGANIZATION /

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

July 19, 1973
May 6, 1974

SECRETARY'S MEMORANDUM NO. 1816
Rescission Notice

Delegation of Authority -- Regional, State and Local
Advisory Committees

This Memorandum provided for the redelegation of authority to establish regional, state and local advisory committees.

This redelegation has been incorporated into and published in Title 7, Subtitle A, Part 2 of the Code of Federal Regulations. This Memorandum is no longer necessary and is therefore rescinded.

Earl L. Butz

Earl L. Butz
Secretary

I add my strong approval of and full support to the Federal Executive Boards. I expect all Department officials to enthusiastically support them and all of their activities.

The objectives of the Federal Executive Board system for Fiscal Year 1974 are to:

Carry out "Major-client programs to assist consumers and minority businesses;

Implement other Presidential initiatives as assigned;

Provide more effective information interchange between Washington and the field;

ORGANIZATION

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

May 6, 1974

SECRETARY'S MEMORANDUM NO. 1816
Reclassification Notice

Delegation of Authority -- Regional, State and Local
Advisory Committees

This Memorandum provided for the delegation of authority to establish regional, state and local advisory committees.

This delegation has been incorporated into and published in Title 7, Subtitle A, Part 2 of the Code of Federal Regulations. This Memorandum is no longer necessary and is therefore rescinded.

Earl L. Butts

Earl L. Butts
Secretary

ORGANIZATION

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

July 19, 1973..

SECRETARY'S MEMORANDUM NO. 1817

Federal Executive Boards

Twenty-five USDA Representatives (see Supplement 1 attached) serve on the Federal Executive Boards in cities across the nation. Each Federal Executive Board is served by a full-time Executive Assistant and a secretary. The Department supplies these personnel to the Philadelphia and Seattle Federal Executive Boards. Other Federal agencies provide the same staff to the other FEB's.

In his February 5, 1973, Memorandum for Heads of Departments and Agencies, the President commented, in part:

"The 11th Annual Report on Federal Executive Boards reflects a solid record of accomplishment. Clearly, these boards offer a useful means of focusing the energies and talents of senior Federal Executives across the Nation on areas of special concern."

Continuing, the President stated:

"As we move toward a more decentralization of the Federal establishment, the responsibility of Federal officials in the field will increase. It is incumbent upon us to ensure that these Boards are equipped to respond quickly to Federal initiatives and that they enjoy a high degree of cooperation across the traditional lines of Federal Authority."

I add my strong approval of and full support to the Federal Executive Boards. I expect all Department officials to enthusiastically support them and all of their activities.

The objectives of the Federal Executive Board system for Fiscal Year 1974 are to:

Carry out "Major-theme" programs to assist consumers and minority businessmen;

Implement other Presidential initiatives as assigned;

Provide more effective information interchange between Washington and the field;

COMMITTEES

(Board Federal Executive)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

July 29, 1973

SECRETARY'S MEMORANDUM NO. 1817
Federal Executive Boards

Twenty-five USDA Representatives (see Supplement 1 attached) serve on the Federal Executive Boards in cities across the nation. Each Federal Executive Board is served by a full-time Executive Assistant and a secretary. The Department supplies these personnel to the individual and Seattle Federal Executive Boards. Other Federal agencies provide the same staff to the other Boards.

In his February 2, 1973, Memorandum for Heads of Departments and Agencies, the President commented, in part:

"The 11th Annual Report on Federal Executive Boards reflects a solid record of accomplishment. Clearly, these boards offer a useful means of focusing the energies and talents of senior Federal executives across the nation on areas of special concern."

Continuing, the President stated:

"As we move toward a more decentralization of the Federal establishment, the responsibility of Federal officials in the field will increase. It is incumbent upon us to ensure that these Boards are equipped to respond quickly to Federal initiatives and that they enjoy a high degree of cooperation across the traditional lines of Federal Authority."

I add my strong approval of and full support to the Federal Executive Boards. I expect all Department officials to enthusiastically support them and all of their activities.

The objectives of the Federal Executive Board system for Fiscal Year 1974 are to:

- Carry out "Action-Theme" programs to assist consumers and minority businesses;
- Implement other Presidential initiatives as assigned;
- Provide more effective information interchange between Washington and the field;

(Forwarded Federal Executive Board)

DEPARTMENT OF COMMERCE
OFFICE OF SECRETARY
WASHINGTON, D. C. 20540

Increase communications across agency lines and decrease the number of interagency conflicts referred upward for resolution;

Encourage cooperation between Federal agencies and with state and local governments in specific projects;

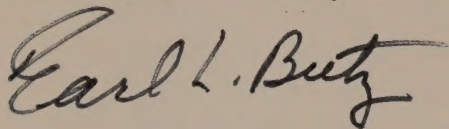
Improve service to the public, cut costs through sharing, improve Federal management.

A recently completed evaluation of FEB's reveals that stronger agency support is needed to improve their effectiveness. Therefore, I request each agency head to:

- (1) Reemphasize with senior officials of his agency in the field the continuing need for their active and vigorous representation in the FEB membership and for participation by the entire Federal community in FEB committees to achieve FEB success;
- (2) Assure that outstanding FEB performance is recognized and rewarded within agency channels;
- (3) Establish a means by which FEB and other inter-agency service is taken into account in evaluating employee performance and fitness for promotion.

I have designated the Assistant to the Secretary for Intergovernmental Affairs as the Department representative for Federal Executive Board matters.

This Memorandum, with Supplement 1 attached, supersedes Secretary's Memorandum No. 1772, dated March 20, 1972, with attachment.



Earl L. Butz
Secretary

Attachment
Supplement 1

Increase communications across agency lines and decrease the number of interagency conflicts referred upward for resolution.

Encourage cooperation between Federal agencies and with State and local governments in specific projects.

Improve service to the public, cut costs, through sharing, improve Federal management.

A recently completed evaluation of FEA's reveals that stronger agency support is needed to improve their effectiveness. Therefore, I request each agency head to:

(1) Remunerate with senior officials of his agency in the field the continuing need for their active and vigorous participation in the FEA leadership and for participation by the entire Federal community in the commitment to achieve FEA success;

(2) Assume that outstanding FEA performance is recognized and rewarded within agency channels;

(3) Establish a means by which FEA and other inter-agency service is taken into account in evaluating employee performance and fitness for promotion.

I have designated the Assistant to the Secretary for Intergovernmental Affairs as the Department representative for Federal Executive Board matters.

This Memorandum, with Supplement I attached, supersedes Secretary's Memorandum No. 1718, dated March 20, 1975, with attachment.

Earl L. Butz

Earl L. Butz
Secretary

Attachment
Supplement I



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 24, 1973.

SECRETARY'S MEMORANDUM NO. 1818

Conservation of Energy

On June 29, the President called on all Federal Departments to reduce consumption of energy resources over the next 12 months by 7 percent. The President's directive is reproduced on the ~~attached hereof~~. *reverse*

The Assistant Secretary for Administration shall direct this effort and will provide to the agencies a plan of action and a system for currently monitoring progress towards the goal set by the President. This goal must be achieved without curtailing vital services and programs.

I expect each Agency Head to give this program his personal attention and enthusiastic support.

Earl L. Butz

Earl L. Butz
Secretary

July 24, 1933

STATE OF MICHIGAN NO. 1318

Lawrence H. Hays

On June 17, the Secretary called on the Michigan Department of Agriculture
and was met by Mr. H. H. Hays, who is now in charge of the
Michigan Department of Agriculture. The Michigan Department of Agriculture
has been established as a separate department and is now
in charge of the Michigan Department of Agriculture. The Michigan
Department of Agriculture has been established as a separate
department and is now in charge of the Michigan Department of
Agriculture. The Michigan Department of Agriculture has been
established as a separate department and is now in charge of the
Michigan Department of Agriculture. The Michigan Department of
Agriculture has been established as a separate department and is
now in charge of the Michigan Department of Agriculture.

I expect that the Michigan Department of Agriculture will be able to
give this program the same attention and support.

Very truly,
Lawrence H. Hays

Secretary

THE WHITE HOUSE
Washington

The Western White House
San Clemente

June 29, 1973

MEMORANDUM FOR HEADS OF

DEPARTMENTS AND AGENCIES

You are hereby directed to review the activities of your agency and your contractors which place demands on our energy resources and determine how demand can be reduced. You are to provide by July 31, 1973, an accounting of your agency's energy consumption and a plan with specific actions and timetables to reduce demands.

I have today established a nationwide goal of reducing expected energy demand by 5 percent over the next twelve months. The Federal Government goal is to reduce the expected demand for energy by 7 percent during this same period.

Steps that should be taken by all agencies include reducing the level of air conditioning in office buildings, with appropriate relaxation of employee dress standards; using more energy efficient automobiles in Federal activities; reducing employee business trips; reducing unnecessary lighting in your agency's buildings; and encouraging greater use of carpools and mass transit by your employees. In addition, several agencies have laboratories and industrial type facilities, some of which are operated by contractors, that provide special opportunities for significant energy conservation measures.

The reports that are due by July 31, 1973, are to be submitted through Secretary Morton. In addition, you are to provide such additional follow-up reports as he may require and to assist him and his new Office of Energy Conservation in identifying new conservation measures.

S/ Richard Nixon



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 27, 1973.

SECRETARY'S MEMORANDUM NO. 1819

National Tobacco Advisory Committee

The Department has need to draw on the knowledge and experience of tobacco producers and representatives of the industry in carrying out its legal responsibilities for current and future tobacco programs. To accomplish this purpose, the National Tobacco Advisory Committee is hereby established. Establishment of the Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for tobacco, production adjustment and stabilization programs, and other matters relating to this commodity.

The functions of this Committee could not reasonably be completed in less than two years.

The Assistant Secretary for International Affairs and Commodity Programs will be the Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Tobacco and Peanut Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Tobacco and Peanut Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$3,200. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet twice a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1715, dated December 23, 1970.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES

Tobacco National Advisory



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 27, 1978

SECRETARY'S MEMORANDUM NO. 181

National Tobacco Advisory Committee

The Department has need to draw on the knowledge and experience of tobacco producers and representatives of the industry in carrying out its legal responsibilities for current and future tobacco programs. To accomplish this purpose, the National Tobacco Advisory Committee is hereby established. Establishment of the Committee is in the public interest in connection with action proposed upon the Department of Law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for tobacco, production, processing, and distribution programs, and other matters relating to this commodity.

The functions of this Committee could not reasonably be completed in less than two years.

The Assistant Secretary for International Affairs and Commodity Programs will be the Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Tobacco and Peanut Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Tobacco and Peanut Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately 11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$1,000. This estimate also covers the charter for the Committee.

It is estimated that this Committee will meet twice a year at the call of the Chairman.

This memorandum suggests Secretary's memorandum No. 1719, dated December 28, 1970.

Carl L. Butz

Carl L. Butz
Secretary

COMMITTEES

August 2, 1973.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1820

Advisory Committee on Meat and Poultry Inspection

The purpose of the Wholesome Meat Act and the Wholesome Poultry Products Act is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The acts provide for this to be achieved by the Federal and State meat and poultry inspection programs. The Secretary is authorized, after determining that it will effectuate the purposes of these acts, to cooperate with appropriate State agencies in developing and administering effective State meat and poultry inspection programs, including the regulations, poultry processors, and related industries.

This memorandum reestablishes the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712, Revised, dated June 11, 1971, and continued by Secretary's Memorandum No. 1802, dated February 26, 1973. This action is in the public interest in connection with the duties and responsibilities of the Department under the Wholesome Meat Act and the Wholesome Poultry Products Act.

The objective of the Committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and related matters within the scope of the acts.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of Animal and Plant Health Inspection Service will serve as Executive Secretary, providing necessary staff support for the Committee. Members of the Committee will be appointed by the Secretary.

The duties of the Committee are solely advisory and involve evaluating State meat and poultry inspection programs, identifying means for obtaining better coordination and more uniformity among State

COMMITTEES

(Meat and Poultry Inspection Advisory)

August 2, 1973

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 182

Advisory Committee on Meat and Poultry Inspection

The purpose of the Wholesome Meat Act and the Wholesome Poultry Products Act is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The acts provide for this to be achieved by the Federal and State meat and poultry inspection programs. The Secretary is authorized, after determining that it will effectuate the purposes of these acts, to cooperate with appropriate State agencies in developing and administering effective State meat and poultry inspection programs, including the regulations, poultry processors, and related industries.

This memorandum reestablishes the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712, Revised, dated June 11, 1971, and continued by Secretary's Memorandum No. 1802, dated February 26, 1973. This action is in the public interest in connection with the duties and responsibilities of the Department under the Wholesome Meat Act and the Wholesome Poultry Products Act.

The objective of the Committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and related matters within the scope of the acts.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of Animal and Plant Health Inspection Service will serve as Executive Secretary, providing necessary staff support for the Committee. Members of the Committee will be appointed by the Secretary.

The duties of the Committee are solely advisory and involve evaluating State meat and poultry inspection programs, identifying means for obtaining better coordination and more uniformity among State

COMMITTEES

inspection programs and between Federal and State programs, and recommending methods for assuring adequate consumer protection, and such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

The Committee will meet semiannually. The annual operating costs are approximately \$10,000, and man-years of staff support approximately 0.2.

The Committee shall terminate on June 11, 1975, unless the Secretary determines not more than sixty (60) days prior to the termination date, that continuation of the Committee is in the public interest.

This memorandum also serves as a charter for the reestablishment of the National Meat and Poultry Inspection Advisory Committee.

Secretary's Memorandum No. 1802, dated February 26, 1973, is hereby superseded.

Earl L. Butz

Earl L. Butz
Secretary

inspection programs and between Federal and State programs, and recommending methods for assuring adequate consumer protection and such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

The Committee will meet semiannually. The annual operating costs are approximately \$10,000, and man-years of staff support approximately 0.2.

The Committee shall convene on June 11, 1975, unless the Secretary determines not more than sixty (60) days prior to the termination date, that continuation of the Committee is in the public interest.

This memorandum also serves as a charter for the reestablishment of the National Meat and Poultry Inspection Advisory Committee.

Secretary's Memorandum No. 1802, dated February 26, 1975, is hereby superseded.

Paul L. Butz

Paul L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

May 30, 1975

SECRETARY'S MEMORANDUM NO. 1820, REVISED

Advisory Committee on Meat and Poultry Inspection

The purpose of the Federal Meat Inspection Act as amended and the Poultry Products Act as amended, is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The acts provide for this to be achieved by Federal and State meat and poultry inspection programs. The Secretary is authorized to cooperate with appropriate State agencies in developing and administering effective State meat and poultry inspection programs and other activities. Establishment of this Committee is authorized by Section 301(a)(4) (21 U.S.C. 661(a)(4)) of the Wholesome Meat Act (P.L. 90-201) and Section 5(a)(4) (21 U.S.C. 454(a)(4)) of the Wholesome Poultry Products Act (P.L. 90-492).

The Secretary hereby renews the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712, Revised, dated June 11, 1971, continued by Secretary's Memorandum No. 1802, dated February 26, 1973, and reestablished by Secretary's Memorandum No. 1820, dated August 2, 1973. This action is in the public interest in connection with the duties and responsibilities imposed on the Department by law.

The objective of the Committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and other related matters.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice-Chairman. In the absence of the Chairman, the Vice-Chairman will act in his stead. A representative of Animal and Plant Health Inspection Service will serve as Executive Secretary. Members of the Committee will be appointed by the Secretary. Staff support for the Committee shall be provided by the Animal and Plant Health Inspection Service.

The duties of the Committee are solely advisory and involve evaluating State meat and poultry inspection programs, identifying means for obtaining better coordination and more uniformity among State inspection programs and between Federal and State programs, and recommending methods

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

May 30, 1973

SECRETARY'S MEMORANDUM NO. 1820, REVISED

Advisory Committee on Meat and Poultry Inspection

The purpose of the Federal Meat Inspection Act as amended and the Poultry Products Act as amended, is to protect the consuming public from meat, meat food products, poultry, and poultry products that are adulterated or misbranded. The acts provide for this to be achieved by Federal and State meat and poultry inspection programs. The Secretary is authorized to cooperate with appropriate State meat and poultry inspection programs and other active States. Establishment of this Committee is authorized by Section 301(a)(4) (2) U.S.C. 661(a)(4) of the Federal Meat Act (P.L. 90-201) and Section 2(a)(4) (2) U.S.C. 454(a)(4) of the Wholesome Poultry Products Act (P.L. 90-492).

The Secretary hereby renews the Advisory Committee on Meat and Poultry Inspection which was established by Secretary's Memorandum No. 1712, revised, dated June 17, 1971, continued by Secretary's Memorandum No. 1802, dated February 26, 1973, and reestablished by Secretary's Memorandum No. 1820, dated August 2, 1973. This action is in the public interest in connection with the duties and responsibilities imposed on the Department by law.

The objective of the Committee shall be to advise the Secretary concerning State and Federal programs with respect to meat and poultry inspection and other related matters.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be the Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Services, or his designee, will be Vice-Chairman. In the absence of the Chairman, the Vice-Chairman will act in his stead. A representative of Animal and Plant Health Inspection Service will serve as Executive Secretary. Members of the Committee will be appointed by the Secretary. Staff support for the Committee shall be provided by the Animal and Plant Health Inspection Service.

The duties of the Committee are solely advisory and involve evaluating State meat and poultry inspection programs, identifying means for obtaining better coordination and more uniformity among State inspection programs and between Federal and State programs, and recommending methods

COMMITTEE

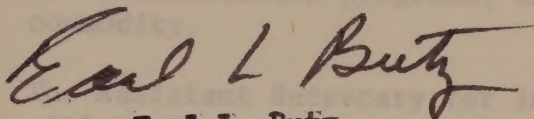
for assuring adequate consumer protection on such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

The Committee will meet at least semiannually. The annual operating costs are approximately \$15,000, and man-years of staff support approximately 0.2.

The Committee shall terminate on June 11, 1977, unless the Secretary determines that continuation of the Committee is in the public interest.

This memorandum also serves as a charter for the Advisory Committee on Meat and Poultry Inspection.

Secretary's Memorandum No. 1820, dated August 2, 1973, is hereby superseded.



Earl L. Butz
Secretary

The Director of the Tobacco and Peanut Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Tobacco and Peanut Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$8,300. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet once a year at the call of the Chairman.

The Committee shall terminate on March 6, 1975, unless the Secretary determines prior to the termination date that continuation of the committee is in the public interest.

This memorandum supersedes Secretary's Memorandum No. 1721, dated March 6, 1971 and Supplement 1 dated January 3, 1973.



Approved: (Revised National Advisory)

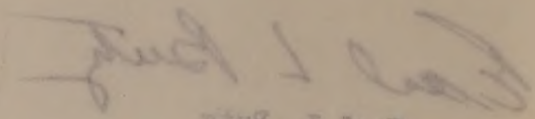
for assuring adequate consumer protection on such matters as plant inspection procedures and complex criteria for formulating and labeling meat and poultry food products.

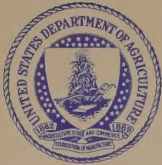
The Committee will meet at least semiannually. The annual operating costs are approximately \$15,000, and man-years of staff support approximately 0.5.

The Committee shall terminate on June 1, 1973, unless the Secretary determines that continuation of the Committee is in the public interest.

This memorandum also serves as a charter for the Advisory Committee on Meat and Poultry Inspection.

Secretary's Memorandum No. 1820, dated August 2, 1973, is hereby superseded.


Earl L. Butts
Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1821 August 7, 1973..

National Peanut Advisory Committee

The Department has need to draw on the knowledge and experience of peanut producers and representatives of the industry in carrying out its legal responsibilities for current and future peanut programs. To accomplish this purpose, the National Peanut Advisory Committee is hereby reestablished. Reestablishment of the Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for peanut, production adjustment and stabilization programs, and other matters relating to this commodity.

The Assistant Secretary for International Affairs and Commodity Programs will be Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Tobacco and Peanut Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Tobacco and Peanut Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$8,500. This memorandum also serves as the charter for the Committee.

It is estimated that this Committee will meet once a year at the call of the Chairman.

The Committee shall terminate on March 6, 1975, unless the Secretary determines prior to the termination date that continuation of the committee is in the public interest.

This memorandum supersedes Secretary's Memorandum No. 1721, dated March 6, 1971 and Supplement 1 dated January 3, 1973.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES (Peanut National Advisory)

SECRETARY'S OFFICE

1971

The Department has been to draw on the knowledge and experience of
general managers and their counterparts in the industry to develop the
its legal responsibilities for various and diverse programs.
To accomplish this purpose, the Secretary and Assistant Secretary
have been designated. Responsibilities of the Secretary in the
field are in connection with the various programs and the Secretary

The Secretary shall advise the Secretary and other officials on
the various and diverse responsibilities for a major, coordinated adjustment
and stabilization program, and other matters relating to this
program.

The Assistant Secretary for International Affairs and Consular Affairs
will be Chairman to advise the Secretary on all matters. The Assistant
of the Agricultural Stabilization and Conservation Service will be
Vice-Chairman. The General Counsel of the Department of Justice
will be Associate Vice-Chairman.

The Director of the Tobacco and Peanut Division of the Agricultural
Stabilization and Conservation Service will serve as a Liaison Secretary.
The Tobacco and Peanut Division will be responsible for providing the
necessary staff support to the Committee which is organized as
approximately 11 members.

Members will be appointed by the Secretary. Funds will be available for
the maintenance of travel and per diem expenses in accordance with
the regulations of the Department of Agriculture. The estimated annual
cost of the Committee is \$1,500. This amount also covers the
charges for the Committee.

It is anticipated that the Committee will meet once a year at the call
of the Chairman.

The Committee shall continue on March 1, 1972, unless the Secretary
determines prior to the expiration date that continuation of the com-
mittee is in the public interest.

This memorandum superseded Secretary's Memorandum No. 101, dated
March 6, 1971 and expires on 1 March January 5, 1972.

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary

Washington, D. C. 20250

August 17, 1973.

SECRETARY'S MEMORANDUM NO. 1822

Remote Sensing User Requirement Task Force

This Memorandum establishes within the Department of Agriculture a Remote Sensing User Requirement Task Force. This Task Force will (1) identify those areas where the Department's needs for earth resources information and data (user requirements) could potentially be fulfilled by use of remote sensing technology and related automated data processing, and (2) develop and evaluate a coordinated plan, including alternative applications, that could be implemented in a cost effective manner by using remote sensing and ADP applications to satisfy Department and agency earth resources information and data requirements.

Objectives

The Remote Sensing User Requirement Task Force will:

1. Catalog the Department's earth resources user requirements, and identify those requirements which show potential for acquisition through remote sensing/ADP applications. This effort will require each user agency to identify the earth resources data and information needed to carry out its programs. These user requirements will then be consolidated into an overall user requirements catalog for the Department.
2. Select specific subsets of user requirements which will show maximum potential for both short and longer range benefits. Each agency will be expected to identify its selected subset of user requirements which show such maximum potential and to provide auxiliary data such as costs and benefits to assist the Task Force in its activities.
3. Develop, with cost and benefit estimates, a coordinated plan with alternative applications for using remote sensing information technology for data acquisition, processing, analysis and distribution which will:

COMMITTEES

(Remote Sensing User Requirement)

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary

Washington, D. C. 20250

August 17, 1975

SECRETARY'S MEMORANDUM NO. 1825

Remote Sensing User Requirement Task Force

This Memorandum establishes within the Department of Agriculture a Remote Sensing User Requirement Task Force. This Task Force will (1) identify those areas where the Department's needs for earth resources information and data (user requirements) could potentially be fulfilled by use of remote sensing technology and related automated data processing, and (2) develop and evaluate a coordinated plan, including alternative applications, that could be implemented in a cost effective manner for using remote sensing and AHS applications to satisfy Department and agency earth resources information and data requirements.

Objectives

The Remote Sensing User Requirement Task Force will:

1. Catalog the Department's earth resources user requirements, and identify those requirements which show potential for acquisition through remote sensing/AHS applications. This effort will require each user agency to identify the earth resources data and information needed to carry out its program. These user requirements will then be consolidated into an overall user requirements catalog for the Department.

2. Select specific subsets of user requirements which will show maximum potential for both short and longer range benefits. Each subset will be expected to identify its selected subset of user requirements which show such maximum potential and to provide auxiliary data such as costs and benefits to assist the Task Force in its activities.

3. Develop, with cost and benefit estimates, a coordinated plan with alternative applications for using remote sensing information technology for data acquisition, processing, analysis and distribution which will:

(a) Evaluate the potential for incorporating information acquired through use of remote sensing into the accomplishment of Department missions and programs.

(b) Emphasize short-range (3-5 years) multi-agency user benefits with consideration for long-range applications included.

(c) Identify other potential uses beyond those considered by the Task Force which could permit additional applications for user agencies.

(d) Provide information on costs, benefits, resource requirements, technology capabilities, related operational and development activities of other Federal agencies and other information that will be useful in determining how the Department might better carry out a planned program to utilize remote sensing techniques and information more effectively.

Membership

The Department Task Force shall consist of user agency representatives from operating agencies with significant activities in the earth resources area, as well as advisory agency representatives as follows:

User Agencies

Agricultural Stabilization & Conservation Service
Animal & Plant Health Inspection Service
Economic Research Service
Extension Service
Foreign Agricultural Service
Forest Service
Soil Conservation Service
Statistical Reporting Service

Advisory Agencies

Agricultural Research Service
Cooperative State Research Service
Office of Information Systems
Office of Planning & Evaluation

- (a) Evaluate the potential for incorporating information acquired through use of remote sensing into the accomplishment of Department missions and programs.
- (b) Emphasize short-range (3-5 years) multi-agency user benefits with consideration for long-range applications included.
- (c) Identify other potential uses beyond those considered by the Task Force which could permit additional applications for user agencies.
- (d) Provide information on costs, benefits, resource requirements, technology capabilities, related operational and development activities of other Federal agencies and other information that will be useful in determining how the Department might better carry out a planned program to utilize remote sensing techniques and information more effectively.

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- Economic Research Service
- Extension Service
- Foreign Agricultural Service
- Forest Service
- Soil Conservation Service
- Statistical Reporting Service

Advisory Agencies

- Agricultural Research Service
- Cooperative State Research Service
- Office of Information Systems
- Office of Planning & Evaluation

Each User and Advisory Agency shall designate a representative for the Task Force. Each User Agency shall also appoint a subcommittee to assist the agency representative in cataloging its earth resources data requirements needed for the consolidated Department catalog. The name of the designated agency Task Force representative should be given to the Assistant Secretary for Administration by 30 August 1973. User Agencies shall also provide support assistance as necessary for such subcommittees. The Advisory Agencies will furnish technical assistance as required to the Task Force and the agency subcommittees in areas such as benefits assessment, information systems requirements, research findings and technical hardware capabilities. The agency representative or his alternate shall participate fully in Task Force activities.

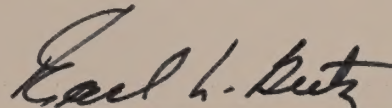
NASA has named three persons who will be available to assist the Task Force.

The Task Force will consult as necessary with other interested persons, and Federal and State agencies, and shall have authority to create such subcommittees as are needed to accomplish its task.

The Task Force will be chaired by William E. Kibler, Director, Survey Division, SRS.

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Assistant Secretary for Administration by 1 July 1974.



Secretary of Agriculture

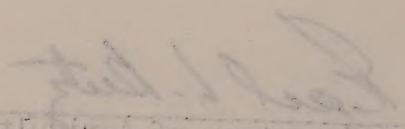
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NASA has named three persons who will be available to assist the Task Force. The Task Force will consult as necessary with other interested persons, and Federal and State agencies, and shall have authority to create such subcommittees as are needed to accomplish its task.

The Task Force will be chaired by William H. Miller, Director, Survey Division, NSG.

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Assistant Secretary for Administration by 1 July 1976.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

August 26, 1974

SECRETARY'S MEMORANDUM NO. 1822, SUPPLEMENT 1

Remote Sensing User Requirement Task Force

This revision serves to extend the life of the Remote Sensing User Requirement Task Force, established on August 17, 1973, and to change the office to which the Task Force will report.

The final paragraph of Secretary's Memorandum No. 1822 is hereby revised to read:

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Director of Agricultural Economics by 1 January 1975.

Earl L. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

August 26, 1974

SECRETARY'S MEMORANDUM NO. 1832, SUPPLEMENT 1

Expand Existing Task Force

This revision serves to extend the life of the Existing Task Force, established on August 17, 1972, and to change the office to which the Task Force will report.

The final paragraph of Secretary's Memorandum No. 1832 is hereby revised to read:

Revised Paragraph

The Task Force will continue its assignment and present its report to the Secretary through the Director of Agricultural Economics by January 1975.

Paul A. Hoff
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

June 4, 1975

SECRETARY'S MEMORANDUM NO. 1822, SUPPLEMENT 2

Remote Sensing User Requirement Task Force

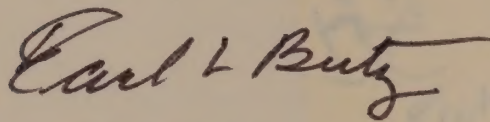
This revision serves to extend the life of the Remote Sensing User Requirement Task Force, established on August 17, 1973, and to designate a new Chairman. This revision also rescinds Supplement 1 to Secretary's Memorandum No. 1822, issued August 26, 1974.

The two final paragraphs of Secretary's Memorandum No. 1822 are hereby revised to read:

The Task Force will be chaired by Raymond I. Dideriksen, Director, Land Inventory and Monitoring Division, SCS.

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Director of Agricultural Economics by 1 January 1976.



Earl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 13, 1976

SECRETARY'S MEMORANDUM NO. 1822, SUPPLEMENT 3

Remote Sensing User Requirement Task Force

This revision serves to extend the life of the Remote Sensing User Requirement Task Force, established on August 17, 1973. This revision also rescinds Supplement 2 to Secretary's Memorandum No. 1822, issued June 4, 1975.

The final paragraph of Secretary's Memorandum No. 1822 is hereby revised to read:

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Director of Agricultural Economics by September 30, 1977.

John A. Knebel
John A. Knebel
Acting Secretary

Day Johnson
402.6129
1976
Secretary's
Memo
FAX: (301) 734-1828
403-2433
Prohibition on contracting
for legal services.
Karen Goldstein
(301) 734-5423

500 17587
COMMITTEES

(Remote Sensing User Requirement)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 13, 1978

SECRETARY'S MEMORANDUM NO. 1852, SUPPLEMENT 3

Remote Sensing User Requirement Task Force

This revision serves to extend the life of the Remote Sensing User Requirement Task Force, established on August 17, 1973. This revision also revises Supplement 3 to Secretary's Memorandum No. 1852, issued June 4, 1978.

The final paragraph of Secretary's Memorandum No. 1852 is hereby revised to read:

Report Schedule

The Task Force will complete its assignment and present its report to the Secretary through the Director of Agricultural Economics by September 30, 1977.

John A. Knebel
Acting Secretary

COMMITTEES



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1823

August 17, 1973.

National Rice Advisory Committee

The Department has need to draw on the knowledge and experience of rice producers and representatives of the industry in carrying out its legal responsibilities for current and future rice programs. To accomplish this purpose, the National Rice Advisory Committee is hereby reestablished. Reestablishment of the Committee is in the public interest in connection with duties imposed upon the Department by law.

The Committee shall advise the Secretary and other officials on domestic and export requirements for rice, production adjustment and stabilization programs, and other matters relating to this commodity.

The Committee shall terminate on March 11, 1975, unless the Secretary determines prior to the termination date that continuation of the Committee is in the public interest.

The Assistant Secretary for International Affairs and Commodity Programs will be Chairman to whom the Committee shall report. The Administrator of the Agricultural Stabilization and Conservation Service will be Vice-Chairman. The General Sales Manager of the Export Marketing Service will be Associate Vice-Chairman.

The Director of the Cotton, Rice and Oilseeds Division of the Agricultural Stabilization and Conservation Service will serve as Executive Secretary. The Cotton, Rice and Oilseeds Division will be responsible for providing the necessary staff support to the Committee which is estimated at approximately .11 man-years.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture. The estimated annual cost of the Committee is \$9,000. This memorandum also serves as the charter for the Committee.

Earl L. Batz

COMMITTEES

(Rice National Advisory)

It is estimated that this Committee will meet once a year at the call of the Chairman.

This memorandum supersedes Secretary's Memorandum No. 1722, dated March 11, 1971.

Earl L. Butz
Secretary

John Campbell
Acting Secretary of the Office

U.S. DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

August 27, 1973..

SECRETARY'S MEMORANDUM NO. 1824

Equal Employment Opportunity Coordinators

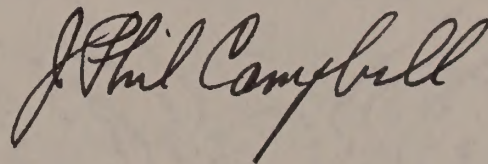
The Equal Employment Opportunity Act of 1972 placed increased responsibilities on the Federal Government to affirmatively insure equal employment for women and minorities in the Federal Service. As part of this increased responsibility, the Department is expected to allocate sufficient personnel and resources to carry out our Equal Employment Opportunity Program.

The Department cannot efficiently meet its EEO obligations without providing full-time direction and impetus to the EEO Program. Steps have already been taken to increase the full-time EEO staff at the Department level. Additional personnel must also be allocated to this Program at the Agency level.

Each Agency Head with 1,000 or more permanent full-time employees will establish a full-time EEO Coordinator position on his immediate staff by not later than September 30, 1973. The Director, Office of Management Services, is also directed to establish a full-time EEO Coordinator position. "Full-time" means that the EEO Coordinator's sole function must be equal employment opportunity. The position of full-time EEO Coordinator must be established at a grade level commensurate with its responsibilities and its location in the Agency organization.

All other Agencies with less than 1,000 permanent full-time employees, including OMS serviced Agencies, will designate part-time EEO Coordinators who shall spend a sufficient amount of time (up to 50 percent) on equal employment opportunity.

All Agency appointments to EEO Coordinator positions must have the concurrence of the Director of EEO who is the Assistant Secretary for Administration.



Acting Secretary of Agriculture

CIVIL RIGHTS /

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

~~July 1, 1974~~

JUN 28 1974

SECRETARY'S MEMORANDUM NO. 1824, SUPPLEMENT 1

Role of the Designated Equal
Employment Opportunity Coordinator

The Agency Equal Employment Opportunity Coordinator serves in a most important capacity as the focal point for both management and the employees in EEO-related matters. In fact, the EEO Coordinator is responsible for (1) identifying EEO problems, (2) suggesting workable solutions, and (3) coordinating the implementation of the solutions for the problems. The Department's overall EEO Program has been substantially improved, but again, the implementation of an effective EEO Program depends in large part on the proper functioning of the Agency EEO Coordinator.

This memorandum highlights some of the key functions that an Agency EEO Coordinator is expected to fulfill. This delineation of the EEO Coordinator's role should help the Agency to better understand what the Coordinator is doing and, thus, help the Agency come closer to its objective of achieving equal opportunity and treatment for all. The EEO Coordinator will need the support of the Agency Head to achieve this objective.

The Agency EEO Coordinator performs the following functions:

1. Analyzes the status of the Agency EEO Program. Part of this is done while preparing the Agency narrative progress reports and while reviewing the EEO statistical data prepared by the National Finance Center.
2. Develops and recommends specific actions designed to assure equal employment opportunity within the Agency to line management officials for their implementation. This includes developing and following up on the commitments made in the Agency's EEO Plan.
3. Keeps the Agency Head and top staff officials informed on progress and problems in the Agency's EEO Program.

PERSONNEL

9-21

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

July 1, 1974

JUN 28 1974

SECRETARY'S MEMORANDUM NO. 1824, SUPPLEMENT 4

Role of the Designated Equal
Employment Opportunity Coordinator

The Agency Equal Employment Opportunity Coordinator serves in a most important capacity as the focal point for both management and the employees in EEO-related matters. In fact, the EEO Coordinator is responsible for (1) identifying EEO problems, (2) suggesting workable solutions, and (3) coordinating the implementation of the solutions for the problems. The Coordinator's overall EEO Program has been substantially improved, but again, the implementation of an effective EEO Program depends in large part on the proper functioning of the Agency EEO Coordinator.

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2. Develops and recommends specific actions designed to assure equal employment opportunity within the Agency to the management officials for their implementation. This includes developing and following up on the commitments made in the Agency's EEO Plan.
3. Keeps the Agency head and top staff officials informed on progress and problems in the Agency's EEO Program.

ENCLOSURE

4. Reviews proposed changes in Agency policies which affect personnel to determine whether these proposed changes will have an impact on the employment of minorities and women. This includes developing specific meaningful changes in Agency practices which would eliminate barriers to the full employment of minorities and women.
5. Sees that all eligible employees are informed of the Department's Upward Mobility Program and that training plans for employees selected for the Program are implemented on schedule.
6. Participates with the Agency personnel office and the Deputy EEO Officers in developing formal Agency-run Upward Mobility Programs.
7. Evaluates the EEO activities of subordinate organizational levels (regions, states, offices, or divisions depending on the Agency organization). This includes reviewing the subordinate levels' narrative progress reports and available EEO statistics, participating in on-site EEO reviews and following-up with the subordinate levels on needed improvements in their EEO activities.
8. Informs managers, supervisors, and employees of their rights and responsibilities under the EEO Program. This includes developing appropriate training programs, newsletters, pamphlets, and other related informational material.
9. Formulates, develops, and prepares directives and regulations on EEO for the Agency.
10. Maintains an Agency EEO Committee which is representative of the workforce, arranges meetings of the Committee, works with the Committee members to set projects for the Committee and follows-up on the implementation of the Committee's recommendations.
11. Meets regularly with the Agency Federal Women's Program Coordinator and the Agency 16-Point Program Coordinator. Jointly develops projects for the Agency and field FWP and 16-Point Program Coordinators and combines the efforts in these special emphasis areas into the total EEO Program.

4. Review proposed changes in Agency policies which affect personnel to determine whether these proposed changes will have an impact on the employment of minorities and women. This includes reviewing specific personnel changes in Agency practices which would eliminate barriers to the full employment of minorities and women.
5. See that all eligible employees are informed of the Department's Equal Opportunity Program and that training plans for employees selected for the program are implemented as scheduled.
6. Participate with the Agency personnel office and the Agency EEO Officers in developing formal Agency-wide Equal Opportunity Program.
7. Evaluate the EEO activities of subordinate organizations, field offices, divisions, or divisions of the Agency organization. This includes reviewing the EEO activities, reviewing progress reports and evaluating EEO activities, participating in on-site reviews and follow-up with the subordinate levels on needed improvements in their EEO activities.
8. Inform employees, supervisors, and managers of their rights and responsibilities under the EEO Program. This includes developing appropriate training materials, newsletters, brochures, and other related informational material.
9. Formulate, develop, and prepare objectives and regulations on EEO for the Agency.
10. Maintain an Agency EEO Committee which is composed of representatives of the various offices of the Agency, works with the EEO Officers in the Agency to develop and follow-up on the implementation of the Department's program.
11. Meet regularly with the Agency EEO Officer to discuss progress and problems in the Agency EEO Program. Identify areas where the Agency and EEO Officer and the EEO Program Committee are working and efforts to coordinate special programs are made into the EEO Program.

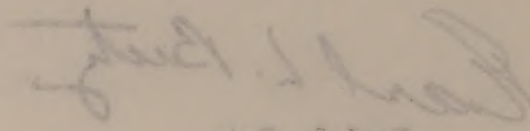
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12. Sees that employees and unions are asked for nominations for EEO Counselors as the terms of present Counselors expire, that EEO Counselors receive initial training from the Civil Service Commission, and that EEO Counselors receive supplemental training in Agency personnel management programs.
13. Assures that officials designated to receive formal EEO complaints transmit such complaints to the Director of EEO within five days. Follows-up with the appointed Agency representative to see that an attempt to informally resolve the EEO complaint takes place within ten days after receipt of the investigation report. Assures that a proposed disposition of each EEO complaint is prepared within 15 days after receipt of the report on the attempt at informal resolution.
14. Clears matters of EEO policy with the EEO Staff in the Office of Personnel.

Earl L. Butz

Earl L. Butz
Secretary

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14. Clears matters of EEO policy with the EEO Staff in the Office of Personnel.


Earl L. Butts
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

September 17, 1973.

SECRETARY'S MEMORANDUM NO. 1825

Federal Regional Council System

Purpose. This memorandum assigns responsibilities within USDA for implementing the Department's role and responsibilities as a member of the Federal Regional Council System.

Background. On February 10, 1972, the President signed Executive Order No. 11647 establishing a Federal Regional Council for each of the 10 Standard Federal Regions and the Under Secretaries Group for Regional Operations to provide policy guidance and oversight to the Councils. The Councils were assigned the function of coordinating the State and local government grant activities of designated Departments and agencies.

On July 23, 1973, the President signed Executive Order No. 11731, amending Executive Order No. 11647. The amended order:

- broadens the mandate of the Federal Regional Councils to include coordination of all direct Federal program assistance to State and local governments (in addition to grant assistance as previously provided);
- expands the membership of the Councils to include the Department of Agriculture and the Department of Interior;
- designates the Under Secretary of Agriculture to be a member of the Under Secretaries Group for Regional Operations.

Executive Order No. 11731 assigns to the Federal Regional Councils the function of assisting State and local governments by the coordination of Federal operations through:

- the development of better ways to deliver the benefits of Federal programs over the short term;
- the development of integrated program and funding plans with Governors and local chief executives;
- the encouragement of joint and complementary Federal grant applications by local and State governments;

COMMITTEES

(Federal Regional Council)

February 12, 1972

SUBJECT: REGIONAL COUNCILS

TO: DIRECTOR, REGIONAL COUNCILS

Reference is made to the memorandum dated and captioned as above, and to the letterhead memorandum dated and captioned as above, and to the letterhead memorandum dated and captioned as above.

On February 12, 1972, the President signed Executive Order No. 11721, which established the Regional Councils. The Councils were established to provide a forum for the exchange of information and for the coordination of activities between the Federal Government and the States and local governments.

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- the expeditious resolution of conflicts and problems which may arise between Federal agencies;
- the evaluation of programs in which two or more member agencies participate;
- the development of more effective ways of allocating Federal resources to meet the long-range needs of State and local communities;
- the supervision of regional interagency program coordination mechanisms; and
- the development of administrative procedures to improve day-to-day cooperation on an interagency and intergovernmental basis.

The Under Secretary of Agriculture. In addition to serving as the Department's representative on the Under Secretaries Group for Regional Operations, the Under Secretary is responsible for

- establishing overall policy within the Department on the Department's participation in FRC activities;
- general overall supervision and guidance of the activities of Secretary's Representatives to the Federal Regional Councils.

The Office of Intergovernmental Affairs. The Office of Intergovernmental Affairs is responsible for providing staff support to the Under Secretary in FRC matters, including

- providing staff representation on the Under Secretaries Working Group, chaired by staff of the Office of Management and Budget;
- providing immediate supervision and direction to the Secretary's Representatives for FRC activities; and
- maintaining effective liaison with and communications between the Secretary's Representatives and agencies of the Department.

Secretary's Representatives. The USDA representative on each Federal Regional Council will be designated by the Secretary of Agriculture and will represent the Secretary on the Council in all matters within the jurisdiction of the Council.

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES

DEPARTMENT OF PHYSICS
530 SOUTH EAST ASIAN AVENUE
CHICAGO, ILLINOIS 60607

TO THE EDITOR:
I am writing to you to inform you of the results of my research on the properties of the new material which I have discovered.

The material is a new type of polymer which has been synthesized by a process which I have developed.

The material has many unique properties which make it very different from any other material which I have ever seen.

It is very strong and durable, and it is also very flexible. It can be used in many different ways, and it is very easy to work with.

I have been very successful in my research, and I am very proud of the results which I have achieved.

I am sure that my research will be of great value to the scientific community, and I am sure that it will be of great help to many people.

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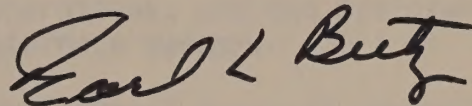
Officials serving as Secretary's Liaison Representatives for Federal Regional Councils will serve as USDA Representative to the respective Federal Regional Council until further notice.

The Secretary's Representatives will function within the overall policy and guidance provided by the Under Secretary. FRC activities involving Federal assistance for rural development shall be carried out within the policies established by the Assistant Secretary for Rural Development. For disaster assistance and other FRC activities, Secretary's Representatives shall be under the immediate supervision of the Director of the Office of Intergovernmental Affairs.

Secretary's Representatives may call on resources of Department agencies, as required, for bringing USDA program interests to the Councils' attention and to provide for USDA program input to and coordination with Council activities. However, unless specifically approved by the Under Secretary, they will not have line authority over USDA programs or authority to obligate funds.

Other Functions. The Secretary's Representatives, and other USDA staff assigned to the FRC's, will carry out such other functions, responsibilities, and activities as may be designated from time to time by the Under Secretary, or the Director of the Office of Intergovernmental Affairs acting on his behalf.

Memoranda Superseded. Secretary's Memorandum No. 1726 (dated April 19, 1971), and Supplement 1 (October 15, 1971), Supplement 2 (February 16, 1972), and Supplement 3 (March 8, 1972), are hereby superseded.

A handwritten signature in dark ink, reading "Earl L. Butz". The signature is fluid and cursive, with the first name "Earl" and last name "Butz" clearly legible, and "L." as a middle initial.

Secretary of Agriculture

Director's activities as Secretary's Liaison Representative for Federal Regional Councils will cover as USA Representative to the Regional Councils and will include the following:

The Secretary's Representative will function within the overall policy and guidance provided by the United States Secretary. The Secretary's Representative will assist in the development of the National Council's activities and will be responsible for the coordination of the National Council's activities with the activities of the Regional Councils. The Secretary's Representative will also be responsible for the coordination of the National Council's activities with the activities of the Federal Regional Councils. The Secretary's Representative will also be responsible for the coordination of the National Council's activities with the activities of the Federal Regional Councils. The Secretary's Representative will also be responsible for the coordination of the National Council's activities with the activities of the Federal Regional Councils.

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[Handwritten signature]

Secretary of Agriculture

DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

August 20, 1975

SECRETARY'S MEMORANDUM NO. 1825, REVISED

Federal Regional Council System

Purpose. This memorandum assigns responsibilities within USDA for implementing the Department's role and responsibilities as a member of the Federal Regional Council System.

Background. On February 10, 1972, the President signed Executive Order No. 11647 establishing a Federal Regional Council for each of the 10 Standard Federal Regions and the Under Secretaries Group for Regional Operations to provide policy guidance and oversight to the Councils. The Councils were assigned the function of coordinating the State and local government grant activities of designated Departments and agencies.

On July 23, 1973, the President signed Executive Order No. 11731, amending Executive Order No. 11647. The amended order:

- broadens the mandate of the Federal Regional Councils to include coordination of all direct Federal program assistance to State and local governments (in addition to grant assistance as previously provided);
- expands the membership of the Councils to include the Department of Agriculture and the Department of the Interior.

The Under Secretary of Agriculture serves as the USDA member of the Under Secretaries Group for Regional Operations, and the Assistant Secretary for Administration as the alternate member.

Executive Order No. 11731 assigns to the Federal Regional Councils the function of assisting State and local governments by the coordination of Federal operations through:

- the development of better ways to deliver the benefits of Federal programs over the short term;
- the development of integrated program and funding plans with Governors and local chief executives;

- the encouragement of joint and complementary Federal grant applications by local and State governments;
- the expeditious resolution of conflicts and problems which may arise between Federal agencies;
- the evaluation of programs in which two or more member agencies participate;
- the development of more effective ways of allocating Federal resources to meet the long-range needs of State and local communities;
- the supervision of regional interagency program coordination mechanisms; and
- the development of administrative procedures to improve day-to-day cooperation on an interagency and intergovernmental basis.

The Under Secretary of Agriculture. In addition to serving as the Department's representative on the Under Secretaries Group for Regional Operations, the Under Secretary is responsible for

- establishing overall policy within the Department on the Department's participation in FRC activities;
- general overall supervision and guidance of the activities of USDA FRC Liaison Representatives to the Federal Regional Councils.

The Office of Intergovernmental Affairs. The Office of Intergovernmental Affairs is responsible for providing staff support to the Under Secretary in FRC matters, including

- providing staff representation on the Under Secretaries Working Group, chaired by staff of the Office of Management and Budget;
- providing overall policy and guidance to USDA FRC Liaison Representative on each Federal Regional Council; and
- maintaining effective liaison with and communications between the USDA FRC Liaison Representatives and agencies of the Department.

USDA FRC Liaison Representatives. The USDA FRC Liaison Representative on each Federal Regional Council is designated by the Secretary of

Agriculture and will represent the Secretary on the Council in all matters within the jurisdiction of the Council.

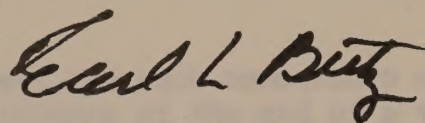
The USDA FRC Liaison Representatives will function within the overall policy and guidance provided by the Under Secretary. FRC activities involving Federal assistance for rural development shall be carried out within the policies established by the Assistant Secretary for Rural Development.

Duties of the USDA FRC Liaison Representatives are to:

- represent USDA at FRC scheduled meetings;
- provide necessary USDA inputs and leadership in the development and implementation of FRC projects which directly involve USDA program activities;
- participate as a USDA FRC Liaison Representative in any specially mandated assignments to FRCs which involve all Federal agencies. An example would be the FRC liaison role in A-95 compliance;
- participate in the evaluation of FRC projects, particularly those affecting agriculture, rural areas and specialized target groups served by USDA;
- represent USDA in FRC meetings with State and local officials and other concerned groups and individuals;
- be the point of contact between USDA offices (regional, State and local) and the FRC.

Assistance to the USDA FRC Liaison Representatives in carrying out their liaison assignments will be provided through established agency channels.

Memoranda Superseded. Secretary's Memorandum No. 1825 dated September 17, 1973 is hereby superseded.



Secretary of Agriculture

Agriculture and will represent the Secretary on the Council in all matters within the jurisdiction of the Council.

The USDA FRC Liaison Representatives will function within the overall policy and guidance provided by the Under Secretary. FRC activities involving Federal assistance for rural development shall be carried out within the policies established by the Assistant Secretary for Rural Development.

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- represent USDA at FRC scheduled meetings;
- provide necessary data, inputs and leadership in the development and implementation of FRC projects which directly involve USDA program activities;
- participate as a USDA FRC Liaison Representative in any specially mandated assignments to FRCs which involve all Federal agencies. An example would be the FRC Liaison role in A-90 compliance;
- participate in the evaluation of FRC projects, particularly those affecting agriculture, rural areas and specialized target groups served by USDA;
- represent USDA in FRC meetings with State and local officials and other concerned groups and individuals;
- be the point of contact between USDA offices (Regional, State and local) and the FRC.

Assistance to the USDA FRC Liaison Representatives in carrying out their liaison assignments will be provided through established agency channels.

Memorandum Superseded. Secretary's Memorandum No. 1025 dated September 17, 1973 is hereby superseded.

Carl L. [Signature]

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

September 21, 1973.

SECRETARY'S MEMORANDUM NO. 1526

Expert Panel on Nitrites and Nitrosamines

The Department has a continuing duty to maintain a wholesome and safe supply of meat and meat products. In order to determine whether the present regulations for the use of nitrates-nitrites in processing of meats are adequate to maintain a safe supply of meats in the food distribution system, there is hereby established an Expert Panel on Nitrites and Nitrosamines. Establishment of this Panel is in the public interest in connection with the performance of duties imposed on the Department by law.

The responsibilities of the Panel are solely advisory and include:

1. Assessing available data and information concerning the presence of nitrosamines in foods.
2. Evaluating scientific papers relating to specific problems identified with the use of nitrites in foods.
3. Determining public health significance of nitrite usage in food processing.
4. Determining if satisfactory alternative methods for curing foods are available.

The Chairman of the Panel will be the Assistant Secretary, Marketing and Consumer Services to whom the Panel will report. The Administrator for APHIS will serve as Vice Chairman, and the Deputy Administrator for Scientific and Technical Services will serve as the Secretary of the Panel.

The Secretary will appoint the members and such membership will be rotated if the Panel is still in existence at the end of a two year term of appointment. Members will be scientists representing the following disciplines: toxicology, oncology, biochemistry, microbiology, gastroenterology, and others.

COMMITTEES *(Expert Panel on Nitrites and Nitrosamines)*

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

September 21, 1972

SECRETARY'S MEMORANDUM NO. 100

Expert Panel on Nitrates and Nitrosamines

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The Secretary will appoint the members and such members will be rotated if the Panel is called in existence at the end of a two year term of appointment. Members will be selected representing the following disciplines: toxicology, oncology, microbiology, immunology, gastroenterology, and others.

Carl W. Burt

Support for the Panel in terms of fiscal management, meetings, records, and other Panel activities shall be provided by APHIS. It is anticipated the Panel will meet four times annually and the estimated annual costs are \$3,450.00 (travel and per diem) and .5 man years staff support.

The Panel will terminate two years from the date of this memorandum unless its purposes have been fulfilled in a shorter period of time, at which time, the Panel will be terminated. If, however, there is a continuing need for the Panel at the end of the two year period, the Secretary may renew the Panel upon a finding that it is in the public interest to do so.

Earl L. Butz
Secretary of Agriculture

The members of the Panel will be the Assistant Secretary, Marketing and Consumer Services, to whom the Panel will report. The Assistant Secretary will also serve as the Chairman, and the Assistant Secretary for APHIS will serve as the Executive Secretary of the Panel.

The Secretary will appoint members which may include scientists representing the disciplines of pathology, zoology, biochemistry, microbiology, entomology and others as may be deemed appropriate.

The Panel will meet semi-annually, and will terminate September 30, 1977. APHIS will provide the necessary staff support which is estimated to be \$3,450 including .5 man-year staff support.

This memorandum will serve as the charter.

Secretary's Memorandum No. 1415, dated February 21, 1977, is hereby approved.

Phil Campbell

J. PHIL CAMPBELL
Acting Secretary

Support for the Panel in terms of fiscal management, meetings, records, and other panel activities shall be provided by APHIS. It is anticipated that the Panel will meet four times annually and the estimated annual costs are \$3,400.00 (travel and per diem) and 5 man years staff support.

The Panel will terminate two years from the date of this memorandum unless its purposes have been fulfilled in a shorter period of time. At which time, the Panel will be terminated. If, however, there is a continuing need for the Panel at the end of the two year period, the Secretary may renew the Panel upon a finding that it is in the public interest to do so.

Paul L. Butz
Secretary of Agriculture

UNITED STATES OF DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, DC 20250

November 12 1975

SECRETARY'S MEMORANDUM NO. 1826, REVISED

Expert Panel on Nitrites and Nitrosamines

The Department has a duty under the law to see that meat and meat food products distributed in commerce are safe and wholesome. In order to determine whether present regulations governing the use of nitrates and nitrites in meat food products are adequate to maintain a safe supply of meat food products in commerce, the Expert Panel on Nitrites and Nitrosamines is hereby renewed. Renewal of this Expert Panel is in the public interest in connection with the performance of duties imposed on the Department by law.

The responsibilities of the Expert Panel are purely advisory. They will include:

1. Assessment of available data and information concerning the presence of nitrosamines in foods.
2. Evaluation of scientific papers relating to specific problems identified with the use of nitrates and nitrites in foods.
3. Determination of the public health significance of nitrate and nitrite usage in food processing.
4. Determination as to whether or not satisfactory alternative methods for curing foods are available.

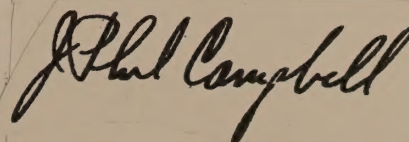
The Chairman of the Panel will be the Assistant Secretary, Marketing and Consumer Services, to whom the Panel will report. The administrator for APHIS will serve as Vice Chairman, and the Associate Administrator for APHIS will serve as the Executive Secretary of the Panel.

The Secretary will appoint members which may include scientists representing the disciplines of toxicology, oncology, biochemistry, microbiology, gastroenterology and others as may be deemed appropriate.

The Panel will meet semiannually, and will terminate September 21, 1977. APHIS will provide the necessary staff support which is estimated to be \$14,640 including .5 man-year staff support.

This memorandum will serve as the Charter.

Secretary's Memorandum No. 1826, dated September 21, 1973, is hereby superseded.



J. PHIL CAMPBELL
Acting Secretary

COMMITTEES (Expert Panel on Nitrates and Nitrosamines)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, DC 20250

November 12, 1973

SECRETARY'S MEMORANDUM NO.

Expert Panel on Nitrates and Nitrosamines

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The Panel will meet semiannually, and will terminate September 30, 1977. APHIS will provide the necessary staff support which is estimated to be \$14,640 including 2 man-year staff support.

This memorandum will serve as the Charter.

Secretary's Memorandum No. 1826, dated September 21, 1973, is hereby superseded.

J. Phil Campbell
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D. C. 20250

October 26, 1973.

SECRETARY'S MEMORANDUM NO. 1827

Statement on Land-Use Policy

1. PURPOSE. The Department recognizes that major responsibility for land use policy (planning and regulation) rests with local and state governments. The Department also recognizes the rights and responsibilities of landowners and users in making land-use decisions within this framework. Fifty-eight percent of America's land is in private hands, 75 percent held by farmers and ranchers. Another 8 percent in National Forests and National Grasslands is managed by the Department, while 6 percent is owned by state or local governments. Through its agencies the Department administers some 80 programs that influence private as well as governmental landholders' land-use decisions--urban as well as rural. This memorandum establishes Departmental policies to help assure sound public policy to maintain and improve the nation's natural resources.

2. BACKGROUND. Land, water, and air are basic assets to be used and managed wisely to protect, conserve, and enhance their productivity and quality for all Americans. Public interest in these basic assets calls for an effective planning and decision-making mechanism that complements local governments' responsibilities for land-use limitations. The nation is challenged to reconcile competing uses for land, and the impacts of such uses on water and air to assure the maximum possible advantage to the nation.

3. DELIVERY SYSTEM. The Department's research, educational, technical, and financial assistance services are available in every county and state of the nation. Its agencies now assist all levels of government in land-use planning and implementation efforts. The Department's nationwide delivery system for land-use information includes several thousand county offices of agencies, more than 3,000 conservation

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

SECRETARY'S MEMORANDUM

Subject: Land-Use Policy

1. INTRODUCTION. The Department recognizes that major responsibility for land use policy planning and regulation rests with local and state governments. The Department also recognizes the rights and responsibilities of landowners and users in making land-use decisions within their own jurisdictions. Fifty-eight percent of the nation's land is in private hands; 15 percent is owned by the Federal Government, 10 percent by State and local governments, and 17 percent by the Department of the Interior. The Department is responsible for the land-use policy of the Federal Government. It is the Department's policy to encourage the development of land-use decisions by private as well as governmental landowners, and to encourage the development of land-use decisions by private as well as governmental landowners. The Department's policy is to help secure a land-use policy to maintain and improve the nation's natural resources.

2. BACKGROUND. Land, water, and air are basic assets to be used and managed wisely in present and future generations. Land is a finite resource and quality for all Americans. While interest in these basic assets calls for an effective planning and decision-making mechanism that encourages local government responsibility for land-use decisions. The nation is challenged to reconcile competing uses for land, and the improvement of such uses on a basis that secures the maximum possible advantage to the nation.

3. DEVELOPING A PLAN. The Department's research, educational, technical, and financial assistance services are available in every county and state of the nation. The Department has assisted all levels of government in land-use planning and implementation efforts. The Department's national land-use planning system for land-use information and research has been a source of information for more than 20 years. The Department's research and county offices of agriculture, more than 20,000 acres.

districts, research centers of all State Land Grant Universities, and cooperative efforts with State Forestry and State Agriculture Departments. At local and state levels, the Department has unparalleled working relationships with decision-makers. The Department has capability to obtain new land-use information (research), to deliver the information to those who can use it (education and action programs) and permit the Department to administer effectively technical, consultive and financial assistance to local and state units of government.

4. DEFINITION. Land-use policy is a facet of our general decision-making process on the use of our resources. It is a tool to carry out governmental development policies evolving from decisions on interrelated policies arising from economic, social, or environmental problems. Land-use policy and its consequences provide a focal point to identify and resolve conflicts growing out of competing land uses. Land-use policy is the expression of society's determination of how its resource, land, is used. Land-use policy refers to the total of all those national, state, and local laws, ordinances, and attitudes affecting the short-term or long-term uses of land, private or public, through such mechanisms as ownership, inheritance, taxation, condemnation, zoning, redevelopment, building regulation, master planning and legislative fiat.

5. POLICY. The Department will:

Adapt present pertinent programs to help enhance and preserve prime agricultural, range, and forest lands for those uses.

Promote and help influence the management of rural lands to assure adequate sources of high quality water.

Intensify establishment of permanent soil and water conservation on the erosion-vulnerable lands returned to cultivation to help increase production of crops and livestock.

Expand the Department's efforts to assure wider understanding of how its programs and responsibilities contribute to improved land uses.

Cooperate fully with other Departments in terms of responsibility for policy and leadership.

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cooperative efforts with State Forestry and State Agricultural Experiment
At local and state levels, the University and the Department are working
relationships with decision-makers. The Department has capability to
obtain new and use information (research) to deliver the information
to those who can use it (extension and action programs) and use the
Department to maintain effectively technical, consultative and financial
assistance to local and state levels of government.

4. UNIVERSITY Land-use policy is a facet of our general decision-
making process on the use of our resources. It is a tool to carry out
governmental or department policies extending from local to the international.
Land-use policy and its consequences provide a focal point for land use and resource
management and the use of our resources. Land-use policy is the
expression of society's determination of how its resources, land, is used.
Land-use policy refers to the total of all those national, state, and local
laws, ordinances, and actions affecting the short-term or long-term
use of land, whether on public, through such institutions as universities,
departments, federal, state, county, village, township, and
regulation, management and control.

5. ROLE The Department will

- 1. Assist present pertinent programs to help enhance and preserve
rural agricultural lands and forest lands for future use.
- 2. Research and help influence the management of rural lands to
ensure adequate sources of high quality water.
- 3. Intensely participate in government soil and water conservation
on the extension and state lands returned to cultivation to help
increase production of crops and livestock.
- 4. Assist the Department's efforts to ensure which understanding
of the program and responsibilities are available to improve
land use.

Cooperate fully with other departments in terms of resources
for policy and legislation.

Further coordinate the work of the Department's agencies at the state level to make all its land-use efforts relevant and harmonious.

Provide timely information and assistance including non-farm interpretations of soil surveys, small watershed hydrologic data, and economic information to local, county, and state land-use decision makers.

Strengthen and expand the Department's capabilities in harmony with others for surveying and monitoring land and related natural resources and to provide resource condition evaluations to local, county, state, and federal governmental land-use decision-makers.

Help protect rare and endangered plant and animal species and their ecological systems as well as historic, cultural, scientific and natural systems.

Help conserve and develop significant waterfowl habitat lands.

Assist in the reclamation of land surfaces used for the extraction of non-renewable resources such as coal, minerals, oil, and gas.

Work with other agencies to discharge fully the responsibilities authorized and directed to the proposed Interagency Advisory Board on Land Use Policy.

6. LAND INVENTORYING AND MONITORING. In providing additional resource information to local and state governments the Department will expand at the earliest feasible time its surveys and studies to include:

A nationally recognized system of land classification.

County, state, regional, and national inventories of available soil, water, and related resources and projections as to land-use potentials.

Guidelines to identify critical environmental problems to be considered in state and local land-use policy planning.

Further coordinate the work of the Department's agencies at the state level to insure the highest standards of research and conservation.

To provide timely information and assistance including non-formal investigation of soil surveys, animal husbandry, wildlife, and economic information in local, county, and state level and national interests.

Strengthen and expand the Department's capabilities in forestry with others for surveying and monitoring land and related natural resources and to provide resource conditions information to local, county, state, and federal government land-use planning agencies.

Help protect rare and endangered plant and animal species and their ecological systems as well as historic, cultural, scientific, and natural systems.

Help conserve and develop significant natural resources.

Assist in the restoration of land resources used for the control of non-renewable resources such as coal, minerals, oil, and gas.

Work with other agencies to discharge fully the responsibilities authorized and directed to the proposed Interagency Advisory Board on Land Use Policy.

A. LAND SURVEYING AND MONITORING. In providing a national resource information to local and state governments the Department will expand at the earliest feasible time the surveys and studies to include:

1. nationally recognized system of land classification.

County, state, regional, and national inventories of wildlife, soil, water, and related resources and protection as to land-use potential.

Guidelines to identify critical environmental problems to be considered in state and local land-use policy planning.

Physical, social, economic, and institutional information for evaluating national policy questions concerning agricultural, forestry, and other rural land uses. Also analyses of factors producing land-use changes.

Identification, location, and productivity ratings of farm, range, and forest land.

Research on emerging issues concerning land resource and water use, supplies, and requirements. In so doing take into account alternative environmental, institutional, and demographic factors and both short- and long-term national and international needs.

7. PROGRAM EMPHASIS. Department agencies will direct their programs to the extent possible--including redefinition or modification of their policies--to:

... Increase production of detailed soil surveys.

... Establish land-capability criteria to help direct the flow of urbanization to land areas least suited to crops and forests.

... Help guide urban growth to preserve prime farm lands, minimize fragmentation of land holdings, provide adequate water supplies, equalize taxes, dispose waste properly, and provide adequate public health, recreation and safety services.

... Plan and guide effectively land use in the rural-urban fringe areas, and in recreation or second home subdivisions.

... Control erosion and reduce sedimentation.

... Minimize the impact of surface mining on rural land uses.

... Locate sites for solid waste disposal as an increasingly important land use.

... Give attention to need for small watershed, flood plain, wetlands, and coastal zone management programs based on comprehensive land-use planning incorporating ecological considerations.

Physical, social, economic, and institutional information for
the planning and policy decisions concerning agricultural
development, and other rural and forest. These categories of data are
presented in the following manner.

Identification, location, and description of rural, urban,
and forest lands.

Research on emerging issues concerning land resources and water
use, agriculture, and rural development. In so doing, the data are
organized into environmental, institutional, and human resource
and both short- and long-term national and international needs.

2. THE RURAL DEVELOPMENT. Department agencies will direct their
programs to the rural development--land use, settlement or population
of their policies--the

... extensive production of detailed data surveys.

... National land capability studies to help direct the flow of
rural areas to land areas suited to crops and forests.

... Data on rural growth or resource growth in rural areas
including information of land use, population, and the economy
water supply, energy, forest, agriculture, and other rural
growth and development. The information and policy analysis.

... Data and policy effectively land use in the rural-urban fringe
areas, and in transition or recent urban development.

... Control erosion and reduce sedimentation.

... Minimize the impact of erosion on rural land areas.

... Locate sites for water supply as an increasingly
important land use.

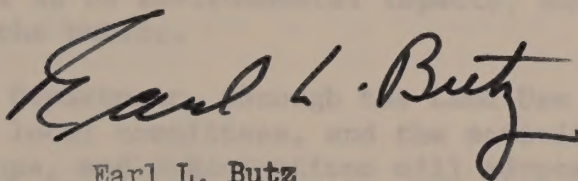
... Attention to rural land use and water use, and
water, and rural development programs based on
comprehensive land-use planning, including agricultural
development.

... Encourage multiple-use management of forest lands to assure a continuous supply of forest goods and services with environmental objectives.

... Manage farm, ranch, and forest practices to minimize adverse effects on the environment.

8. IMPLEMENTATION GUIDELINES. The Department and its agencies will be guided by the following purposes in policy implementation:

- (1) To conduct programs within state and Federal environmental standards.
- (2) To conserve and improve land and related resources.
- (3) To enhance the amenities and social assets of rural America.
- (4) To seek fair returns for farms, forests, and ranches as economic units.
- (5) To support research and education on land-use planning.
- (6) To promote economic development in the rural areas.
- (7) To assist all citizens and agencies to obtain technical data needed for planning.
- (8) To continue to act in concert with Federal, state, multi-jurisdictional planning and development agencies and local agencies. Also with quasi-public and private organizations and individual landowners and operators.



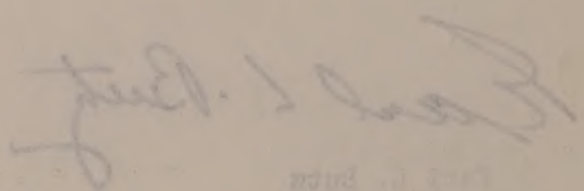
Earl L. Butz
Secretary

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Earl A. Butts
Secretary

June 21, 1976

SECRETARY'S MEMORANDUM
No. 1827, Supplement 1

Statement of Prime Farmland, Range, and Forest Land

The continued loss of lands well suited to the production of food, forage, fiber, and timber, and the degradation of the environment resulting from those losses is a matter of growing concern to the Nation. Major consideration must be given to prime lands and the long-range need to retain the productive capability and environmental values of American agriculture and forestry. Developments that result in irreversible land use changes represent a loss of valuable natural resources. The process is dramatic in some local areas. At the national level, individual losses appear small, but the cumulative effect can adversely impact domestic and international production.

The concerns about wise use of prime lands are local, Statewide, and national in scope. The loss of land suitable for sustained crop and wood production in a region or locality can influence the viability of supporting supply, processing and marketing facilities. Continued loss of farmland, range, and forest land production affects the economy locally, influencing employment and income levels. In addition, it limits other qualities essential to the well-being of our people.

Land use alternatives are generally available that can minimize impacts on prime lands. Such alternatives should be explored carefully, particularly where Federal funds are involved. When possible, land use decisions should be avoided which irrevocably commit prime lands to nonfarmland, nonrange, and nonforestland uses, thereby foreclosing the options of future generations. USDA will urge all agencies to adopt the policy that Federal activities that take prime agricultural land should be initiated only when there are no suitable alternative sites and when the action is in response to overriding public need. The long-term implications of these land use conversions on the productive capacity of our farmland, range, and forest land, as well as on environmental impacts, should be evaluated and made known to the public.

The Department, through the Land Use Committee, counterpart State and local committees, and the activities of all concerned agencies, groups, and organizations will advocate the protection of prime and unique farmlands, range, and forest lands from premature or unnecessary conversion to nonagricultural land use. Urban or built-up uses and water impoundments that preclude utilization or recovery to high quality agriculture or forestry purposes are of particular concern.

State and local interests in retaining prime farmland, range, and forest land for production are often based on concerns other than the demands for food, forage, fiber, or timber. Open space, environmental quality, visual quality, and local economic impacts are often cited as reasons for protecting these lands. Many of these lands

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The concerns about wise use of prime lands are local, Statewide, and national in scope. The loss of land suitable for sustained crop and wood production in a region or locality can influence the viability of supporting supply, processing and marketing facilities. Continued loss of farmland, range, and forest land production affects the economy locally, influencing employment and income levels. In addition, it limits other qualities essential to the well-being of our people.

Land use alternatives are generally available that can minimize impacts on prime lands. Such alternatives should be explored carefully, particularly where Federal lands are involved. When possible, land use decisions should be avoided which irrevocably commit prime lands to nonfarmland, nonrange, and nonforestland uses, thereby foreclosing the options of future generations. USDA will urge all agencies to adopt the policy that Federal activities that take prime agricultural land should be initiated only when there are no suitable alternative sites and when the action is in response to overriding public need. The long-term implications of these land use conversions on the productive capacity of our farmland, range, and forest land, as well as on environmental impacts, should be evaluated and made known to the public.

The Department, through the Land Use Committee, counterpart State and local committees, and the activities of all concerned agencies, groups, and organizations will advocate the protection of prime and unique farmlands, range, and forest lands from pressure or unnecessary conversion to nonagricultural land use. Urban or built-up areas and water impoundments that preclude utilization or recovery to high quality agriculture or forestry purposes are of particular concern.

State and local interests in retaining prime farmland, range, and forest land for production are often based on concerns other than the demands for food, forage, fiber, or timber. Open space, environmental quality, visual quality, and local economic impacts are often cited as reasons for protecting these lands. Many of these lands

have modest production capability, but are valued because of location and other unique factors that make them of State or local importance. Retaining farmland, range, and forest land enhances local values and protects resource options for the future. The Department will make specific efforts to assist States and localities to identify lands of State and local concern and support efforts to protect these lands from premature or unnecessary conversion to other uses.

The Statement on Land Use Policy (Secretary's Memorandum No. 1827) and the following specific policies are set forth for the guidance of the agencies in this Department in regard to prime lands:

1. Advocate the protection of prime lands from premature or unnecessary conversion to other land uses. Priority will be given to prime lands threatened by conversion to irreversible land uses.

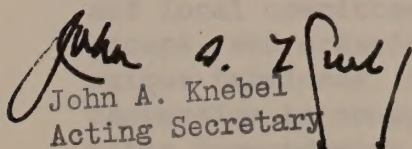
2. Assure that environmental impact statement procedures and review processes thoroughly consider and evaluate the impact of major Federal actions on prime farmland, range, and forest lands.

3. Emphasis will be placed on programs to inventory, assess and evaluate the Nation's farmland, range, and forest lands to assist decision makers and the general public's understanding of the kind, extent, location, and current status of prime lands.

4. Cooperative efforts with States, local governments and universities will be initiated to assure concerns for food, fiber, and wood production are recognized and emphasized in the identification of prime lands.

5. USDA agency actions and programs will give thorough consideration to the local, State, and national concerns for the retention of prime lands. The necessity of conversion of these lands to other uses will be considered only after a determination that feasible alternatives do not exist or that overriding public needs warrant the action.

6. The agencies in the Department will review their programs to insure consistency with the intent of this supplement.


John A. Knebel
Acting Secretary

have modest production capability, but are valued because of location and other unique factors that make them of State or local importance. Maintaining farmland, range, and forest land enhances local values and protects resource values for the future. The Department will make specific efforts to assist States and localities to identify lands of State and local concern and support efforts to protect these lands from premature or unnecessary conversion to other uses.

The Department on Land Use Policy (Department's Memorandum No. 1957) and the following specific policies are set forth for the guidance of the agencies in this Department in regard to prime lands:

1. Advocate the protection of prime lands from premature or unnecessary conversion to other land uses. Priority will be given to prime lands threatened by conversion to irreversible land uses.
2. Assure that environmental impact statement procedures and review processes thoroughly consider and evaluate the impact of major Federal actions on prime farmland, range, and forest lands.
3. Requests will be placed on programs to inventory, assess and evaluate the Nation's farmland, range, and forest lands to assist decision makers and the general public's understanding of the kind, extent, location, and current status of prime lands.
4. Cooperative efforts with States, local governments and universities will be initiated to assure resources for food, fiber, and wood production are recognized and emphasized in the identification of prime lands.
5. USDA agency actions and programs will give thorough consideration to the local, State, and national concerns for the retention of prime lands. The necessity of conservation of these lands to other uses will be considered only after a determination that feasible alternatives do not exist or that overriding public needs warrant the action.
6. The agencies in the Department will review their programs to insure consistency with the intent of this document.

John A. [unclear]
John A. [unclear]
 Acting Secretary

June 21, 1976

Distributed By AMS, AS,
Directives Branch
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SECRETARY'S MEMORANDUM
No. 1827, Supplement 1

Statement of Prime Farmland, Range, and Forest Land

The continued loss of lands well suited to the production of food, forage, fiber, and timber, and the degradation of the environment resulting from those losses is a matter of growing concern to the Nation. Major consideration must be given to prime lands and the long-range need to retain the productive capability and environmental values of American agriculture and forestry. Developments that result in irreversible land use changes represent a loss of valuable natural resources. The process is dramatic in some local areas. At the national level, individual losses appear small, but the cumulative effect can adversely impact domestic and international production.

The concerns about wise use of prime lands are local, Statewide, and national in scope. The loss of land suitable for sustained crop and wood production in a region or locality can influence the viability of supporting supply, processing and marketing facilities. Continued loss of farmland, range, and forest land production affects the economy locally, influencing employment and income levels. In addition, it limits other qualities essential to the well-being of our people.

Land use alternatives are generally available that can minimize impacts on prime lands. Such alternatives should be explored carefully, particularly where Federal funds are involved. When possible, land use decisions should be avoided which irrevocably commit prime lands to nonfarmland, nonrange, and nonforestland uses, thereby foreclosing the options of future generations. USDA will urge all agencies to adopt the policy that Federal activities that take prime agricultural land should be initiated only when there are no suitable alternative sites and when the action is in response to overriding public need. The long-term implications of these land use conversions on the productive capacity of our farmland, range, and forest land, as well as on environmental impacts, should be evaluated and made known to the public.

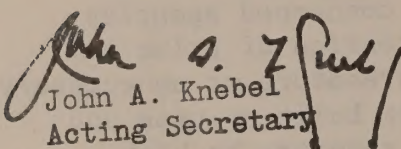
The Department, through the Land Use Committee, counterpart State and local committees, and the activities of all concerned agencies, groups, and organizations will advocate the protection of prime and unique farmlands, range, and forest lands from premature or unnecessary conversion to nonagricultural land use. Urban or built-up uses and water impoundments that preclude utilization or recovery to high quality agriculture or forestry purposes are of particular concern.

State and local interests in retaining prime farmland, range, and forest land for production are often based on concerns other than the demands for food, forage, fiber, or timber. Open space, environmental quality, visual quality, and local economic impacts are often cited as reasons for protecting these lands. Many of these lands

have modest production capability, but are valued because of location and other unique factors that make them of State or local importance. Retaining farmland, range, and forest land enhances local values and protects resource options for the future. The Department will make specific efforts to assist States and localities to identify lands of State and local concern and support efforts to protect these lands from premature or unnecessary conversion to other uses.

The Statement on Land Use Policy (Secretary's Memorandum No. 1827) and the following specific policies are set forth for the guidance of the agencies in this Department in regard to prime lands:

1. Advocate the protection of prime lands from premature or unnecessary conversion to other land uses. Priority will be given to prime lands threatened by conversion to irreversible land uses.
2. Assure that environmental impact statement procedures and review processes thoroughly consider and evaluate the impact of major Federal actions on prime farmland, range, and forest lands.
3. Emphasis will be placed on programs to inventory, assess and evaluate the Nation's farmland, range, and forest lands to assist decision makers and the general public's understanding of the kind, extent, location, and current status of prime lands.
4. Cooperative efforts with States, local governments and universities will be initiated to assure concerns for food, fiber, and wood production are recognized and emphasized in the identification of prime lands.
5. USDA agency actions and programs will give thorough consideration to the local, State, and national concerns for the retention of prime lands. The necessity of conversion of these lands to other uses will be considered only after a determination that feasible alternatives do not exist or that overriding public needs warrant the action.
6. The agencies in the Department will review their programs to insure consistency with the intent of this supplement.


John A. Knebel
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

October 30, 1978
(DATE)

SECRETARY'S MEMORANDUM NO. 1827, REVISED
(MEMO. SERIES)

Statement on Land Use Policy

1. PURPOSE. This memorandum establishes a departmental policy to promote attainment of land use objectives that are responsive to the needs of the people. This policy is supportive of the constitutional responsibilities of State and local governments for making and implementing public policy regarding land use. This policy is designed to contribute to improved social and economic well-being and to protect the quality of the environment. In formulating and implementing this policy, it is the intent of the Department to (a) assist local and State governments and individual landholders in defining and meeting needs for growth and development; (b) protect the natural environment; and (c) assure adequate supplies of high-quality food, fiber, wood, and water.

The policy is supportive of the President's Urban Policy, Executive Order 11990, Protection of Wetlands, and Executive Order 11988, Floodplain Management, and is consistent with responsibilities assigned the Secretary under the provisions of 7 U.S.C. 1010 and 7 U.S.C. 2204.

2. BACKGROUND. Environmental, economic, and social needs and related land use decisions are matters of concern to the Department of Agriculture. Decisions concerning land use arise from needs to maintain and stimulate economic development, maintain and enhance agricultural, rangeland, and forest production capabilities; provide or improve community services, facilities, and living space; to preserve the natural environment and associated wildlife and recreational values; and to assure adequate supplies of high-quality water. These needs are highly interdependent and often competitive for the limited supply of available and suitable land. Responsible levels of Government must encourage and facilitate the use of our Nation's land resources with wisdom and foresight.

The Department of Agriculture has numerous programs, and makes decisions, that affect the use and availability of land in public and private ownership. To help carry out these programs, the Department has established a program delivery capability at the local level and cooperative arrangements with State and local governments. The

LAND-FORESTRY

REF ID: A66542

SECRETARY'S MEMORANDUM FOR THE PRESIDENT

DATE: 10/10/50

1. The Department of the Interior has been advised that the Bureau of Reclamation is planning to construct a dam on the Colorado River at the mouth of the Grand Canyon. This dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity.

2. The Bureau of Reclamation is planning to construct a dam on the Colorado River at the mouth of the Grand Canyon. This dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity.

3. The Bureau of Reclamation is planning to construct a dam on the Colorado River at the mouth of the Grand Canyon. This dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity.

4. The Bureau of Reclamation is planning to construct a dam on the Colorado River at the mouth of the Grand Canyon. This dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity. The dam is being planned for the purpose of controlling the flow of the river and for the purpose of generating electricity.

Department has the organizational structure, leadership capability, and the professional and technical skills essential to advise and assist local and State governments and private landholders in matters dealing with the Nation's land resources. In accordance with the authority contained in 7 U.S.C. 1010 and 7 U.S.C. 2204 and consistent with 7 C.F.R.2.19(f), the Department sets forth this statement of policy on land use. This statement reflects the Department's concern with the serious challenges the Nation faces in retaining an adequate natural resource base and in meeting environmental, social, and economic needs.

3. POLICY. The Department will:

- A. Continue to recognize and respect the rights and responsibilities of landholders in making private land use decisions, and the rights and responsibilities of State and local governments in developing public policies regarding non-Federal land use.
- B. Implement this policy in the administration of its public lands consistent with legislative authorities controlling their use. They will be administered in such manner as to demonstrate leadership in meeting short and long-term needs for growth and development; to protect the natural environment; and to assure adequate supplies of food, fiber, wood, and water.
- C. Manage USDA-administered lands with a sensitivity to the effect which their management will have on adjacent private and public land. Whenever logical, the management of these lands should be coordinated with the management of adjacent private and other public lands.
- D. Make decisions and manage its land use-related programs to contribute to the Nation's short- and long-range needs for protecting the natural environment; assuring adequate supplies of food, fiber, wood, and water; and providing for economic growth and development, energy and other facilities and services, and living space in our communities.
- E. Assist local and State governments, planning and development organizations or agencies, citizens' groups, and individual landholders in identifying and defining their growth, development, and environmental needs; selecting and choosing among alternatives to meet those needs; and implementing projects or programs to satisfy those needs.
- F. Advocate the retention of Important Farmlands and Forestlands, Prime Rangeland, Wetlands, or other lands designated by State or local governments whenever proposed conversions are:
 - (1) caused or encouraged by actions or programs of a Federal agency;
 - (2) licensed by or require approval by a Federal agency;
 - or (3) inconsistent with local or State government plans.Provisions will be sought to assure that such lands are not

Department has the organizational structure, leadership capability, and the professional and technical skills essential to advise and assist local and State governments and private landholders in matters dealing with the Nation's land resources. In accordance with the authority contained in 5 U.S.C. 1010 and 5 U.S.C. 1011 and consistent with 5 U.S.C. 1012, the Department sets forth this statement of policy on land use. This statement reflects the Department's concern with the various challenges the Nation faces in retaining an adequate natural resource base and in meeting environmental, social, and economic needs.

2. POLICY. The Department will:

- A. Continue to recognize and respect the rights and responsibilities of landholders in making private land use decisions, and the rights and responsibilities of State and local governments in developing public policies regarding non-Federal land use.
- B. Implement this policy in the administration of its public lands consistent with legislative authorities controlling their use. They will be administered in such manner as to demonstrate leadership in using short- and long-term needs for growth and development; to protect the natural environment; and to assure adequate supplies of food, fiber, wood, and water.
- C. Through BLM-administered lands with a sensitivity to the effect which their management will have on adjacent private and public land. Whenever feasible, the management of these lands should be coordinated with the management of adjacent private and other public lands.
- D. Make decisions and manage its land use-related programs to contribute to the Nation's short- and long-range needs for food, fiber, wood, and water and provide for economic growth and development, energy and other facilities and services, and living space in our communities.
- E. Assist local and State governments, planning and development organizations or agencies, citizens, groups, and individuals in identifying and defining their growth, development, and environmental needs; selecting and choosing among alternatives to meet those needs; and implementing projects or programs to satisfy those needs.
- F. Advocate the retention of important historical and prehistoric sites, buildings, or other lands designated by State or local government for proposed conservation areas:
(1) created or established by action of two or more of a Federal agency; (2) identified by or under review by a Federal agency; or (3) consistent with local or State government plans. Provisions will be sought to assure that such lands are not

irreversibly converted to other uses unless other national interests override the importance of preservation or otherwise outweigh the environmental benefits derived from their protection. In addition, the preservation of farmland in general provides the benefits of open space, protection of scenery, wildlife habitat and, in some cases, recreation opportunities, and controls on urban sprawl.

- G. Advocate actions that reduce the risk of flood loss, minimize impacts of floods on human safety, health, welfare, and restore and preserve the natural and beneficial functions and values of flood plains.
- H. Advocate and assist in the reclamation of abandoned surface-mined lands and in planning for the extraction of coal and other non-renewable resources in such manner as to facilitate restoration that will reestablish the prior productivity of the land, as mining is completed in defined areas or sites.
- I. Advocate the protection of threatened and endangered animal and plant species and their habitats, designated archaeological, historic, and cultural sites, and designated ecosystems.
- J. Advocate the conservation of natural and man-made scenic resources, improve the technical ability of agencies to identify and evaluate scenic resources, and assure that its agencies protect and enhance the visual quality of the landscape.

4. IMPLEMENTATION.

- A. Each agency of the Department having programs or actions that may cause or encourage irreversible conversions of Important Farmlands and Forestlands, Prime Rangeland, and Wetlands, as defined in the Appendix, or that may cause or encourage encroachments on flood plains, will review such programs or actions and related administrative rules, regulations, bulletins, and practices. Within one year these agencies will make such changes as are necessary to bring agency programs or actions into compliance with the provisions of this Memorandum.

Agencies will assure that their actions, investments, and programs on non-Federal lands are consistent with State and local land use plans and programs to the extent practicable.

In carrying out the above, agencies will:

- (1) cooperate to establish a coordinated land use data base and coordinated data collection systems for use within the Department and by the Federal, State, and local governments;

irreversibly converted to other uses unless other national interests override the importance of preservation or otherwise outweigh the environmental benefits derived from their present use. In addition, the preservation of land in natural provides the basis of open space, protection of scenery, wildlife habitat and, in some cases, protection opportunities and controls on urban sprawl.

3. Advocate actions that reduce the risk of flood loss, including impacts of floods on human safety, health, welfare, and property and preserve the natural and beneficial functions and values of flood plains.

4. Advocate and assist in the restoration of abandoned surface-mined lands and in planning for the extraction of coal and other non-renewable resources in such manner as to facilitate restoration that will reestablish the prior productivity of the land, as mining is completed in defined areas or sites.

5. Advocate the protection of threatened and endangered animal and plant species and their habitats, designated archeological, historic, and cultural sites, and designated ecosystems.

6. Advocate the conservation of natural and man-made scenic resources, improve the technical ability of responsible agencies and encourage scenic resource and agency planning, and encourage scenic and natural the visual quality of the landscape.

4. IMPLEMENTATION

A. Each agency of the Department having programs or actions that may cause or encourage irreversible environmental impacts of significant magnitude and irreversibility, shall identify, as defined in the Appendix, or that may cause or encourage environmental impacts of significant magnitude, shall review such programs or actions and related activities, creative action, planning, and research. Within one year these agencies will make such changes as are necessary to bring agency programs or actions into compliance with the provisions of this Memorandum.

Agencies will ensure that their policies, procedures, and programs on non-federal lands are consistent with State and local land use plans and programs to the extent practicable.

In carrying out the above, agencies will:

(1) cooperate to establish a coordinated land use data and coordinated data collection system for use within the Department and by the Federal, State, and local governments;

- (2) attempt to integrate departmental and State and local land use policies and programs;
 - (3) identify and minimize to the extent practicable adverse environmental, economic, and social effects of agency projects and programs;
 - (4) provide landholders and other concerned people information about the alternatives to, and the associated environmental, social, and economic implications of proposed actions;
 - (5) refrain from converting or enabling others to irreversibly convert these lands or encroaching or enabling other encroachments on flood plains unless there are no practicable alternatives.
- B. The Department will intercede, consistent with the policy contained in this Memorandum, in decisionmaking by other Federal agencies where conversions of Important Farmlands and Forestlands, Prime Rangeland, and Wetlands, are caused or enabled by an agency of the Federal Government, or where conversions require Federal licensing or approval. Intercession will be through participation in the planning of projects when invited and through review and comment on draft environmental impact statements or proposals for actions of Federal agencies consistent with authorized administrative review procedures for Federal or Federally assisted actions.
- C. The Department will encourage State and local governments and individual landholders to retain Important Farmlands and Forestlands, Prime Rangeland, and Wetlands, and avoid encroachment on flood plains.

The Department will:

- (1) generate and disseminate information and provide organizational, leadership, planning, and technical assistance in the application of knowledge useful to local or State officials, groups, or individual landholders in understanding the social, economic, and environmental implications of converting such lands;
 - (2) provide assistance to State, area-wide, and local planning and development groups, citizens groups, and individual landholders in evaluating alternative uses for land. Evaluations will consider soil suitability based on physical and chemical characteristics, site (location and adjacent uses), and other environmental, economic, and social factors;
 - (3) cooperate with others in defining, inventorying, evaluating, and publishing descriptions of the Nation's lands, including
- 4

(1) attempt to integrate departmental and State and local land use policies and programs;

(2) identify and submit to the extent practicable adverse environmental, economic, and social effects of agency projects and programs;

(3) provide landholders and other concerned people information about the alternatives to, and the associated environmental, social, and economic implications of proposed actions;

(4) refrain from converting or enabling others to irreversibly convert these lands or encroaching on enabling other encroachment on flood plains unless there are no practicable alternatives.

B. The Department will encourage, consistent with the policy contained in this memorandum, in decision-making by other Federal agencies where conversions of important farmlands and forestlands, prime farmland, and wetlands, are caused or enabled by an agency of the Federal Government, or where conversions require Federal licensing or approval. Information will be through participation in the planning of projects when invited and through review and comment on draft environmental impact statements or proposals for actions of Federal agencies consistent with authorized administrative review procedures for Federal or Federally assisted actions.

C. The Department will encourage State and local governments and individual landholders to retain important farmlands and forestlands, prime farmland, and wetlands, and avoid encroachment on flood plains.

The Department will:

(1) generate and disseminate information and provide organizational, leadership, planning, and technical assistance in the application of knowledge useful to local or State officials, groups, or individual landholders in understanding the social, economic, and environmental implications of converting such lands;

(2) provide assistance to State, area-wide, and local planning and development groups, citizens groups, and individual landholders in evaluating alternative uses for land. Evaluations will consider soil suitability based on physical and chemical characteristics, site (location and adjacent uses), and other environmental, economic, and social factors;

(3) cooperate with others in defining, inventorying, evaluating, and publishing descriptions of the Nation's lands, including

wetlands and flood plains, consistent with legislative and administrative authorities;

(4) provide decisionmakers and the general public with information on the kind, extent, location, ownership, and current status of the Nation's lands;

(5) conduct multidisciplinary land use research that is responsive to identified State, local, and national needs;

(6) conduct educational programs on land use and land use research findings;

(7) encourage and facilitate public participation in land use planning and decisionmaking;

(8) cooperate with local, State and other Federal agencies in locating and evaluating sites for:

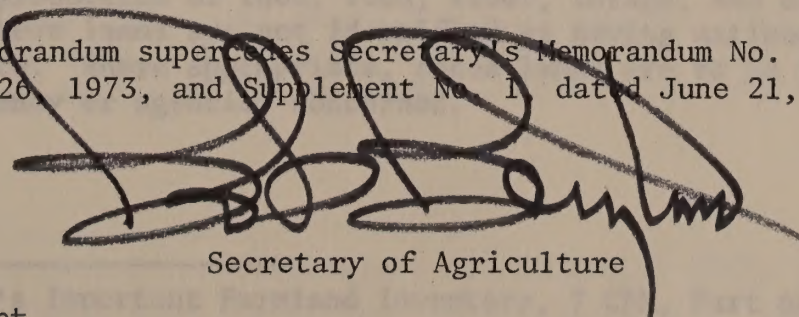
- a. extracting minerals and nonrenewable energy resources and the reclamation of surface mined lands;
- b. energy-producing facilities;
- c. economic growth and development;
- d. facilities and services in local communities;

to limit adverse environmental impacts of these activities or to find alternatives to the conversion of Important Farmlands and Forestlands, Prime Rangeland, and Wetlands;

(9) cooperate with area-wide and State clearinghouses designated under the provisions of OMB Circular A-95 in the review of Federally aided projects with potential impacts on Important Farmlands and Forestlands, Prime Rangeland, and Wetlands.

- D. The USDA Land Use Committee, created under Secretary's Memorandum No. 1807, Revised, dated December 14, 1977, will provide Department-wide leadership for the implementation of this policy statement. The Committee will encourage and monitor USDA agency responses and coordinate with other Federal agencies to carry out the provisions of this Memorandum. The Committee will advise the Secretary annually as to progress in the implementation of this policy.

This Memorandum supercedes Secretary's Memorandum No. 1827, dated October 26, 1973, and Supplement No. 1, dated June 21, 1976.



Secretary of Agriculture

Attachment

5

methods and flood plains, consistent with legislative and administrative authorities.

(4) provide recommendations and the general results with information on the state, extent, location, ownership, and current status of the Nation's lands;

(5) conduct scientific research and use resources that are necessary to identify state, local, and national needs;

(6) conduct educational programs on land use and land use resources; and

(7) encourage and facilitate public participation in land use planning and decision-making.

(8) cooperate with local, state, and other Federal agencies in locating and evaluating areas for:

a. extraction, storage, and processing of energy resources and the production of surface and subsurface lands;

b. energy-producing facilities;

c. economic growth and development;

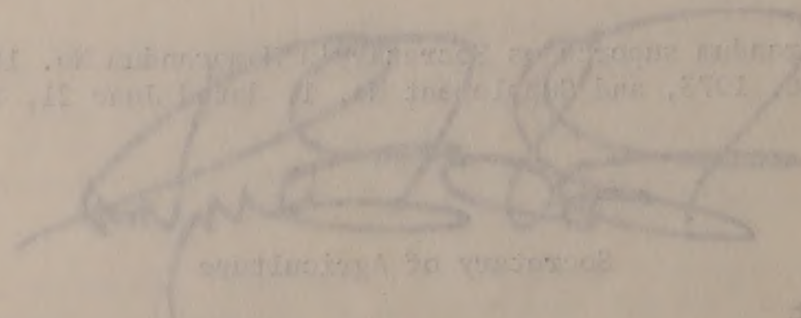
d. facilities and services in local communities;

to identify and develop environmental impacts of these activities or to find alternatives to the development of important resources and Forestlands, Prime Farmlands, and Wetlands;

(9) cooperate with area-wide and State organizations designated under the provisions of this Act in the review of Federally aided projects with potential impacts on Forestlands, Prime Farmlands, and Wetlands.

6. The USDA and the Committee, created under Secretary's Memorandum No. 1-77, dated January 14, 1977, will provide Government-wide leadership for the implementation of this policy statement. The Committee will coordinate and monitor the progress and coordinate with other Federal agencies to carry out the provisions of this Memorandum. The Committee will advise the Secretary annually as to progress in the implementation of this policy.

This Memorandum reports on the progress of the implementation of this policy statement as of October 21, 1978, and is submitted to the President on October 21, 1978.



Secretary of Agriculture

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APPENDIX

DEFINITIONS

The following definitions apply to the provisions of Secretary's Memorandum No. 1827, Revised.

IMPORTANT FARMLANDS ^{1/}

Prime farmlands

Prime farmland is land that has the best combination of physical and chemical characteristics for producing food, feed, forage, fiber, and oilseed crops, and is also available for these (the land could be cropland, pastureland, rangeland, forest land, or other land, but not urban built-up land or water).

In addition to the criteria above, for purposes of this policy statement, site (location and adjacent uses) and other economic and social factors will be given due consideration.

Unique farmland

Unique farmland is land other than prime farmland that is used for the production of specific high value food and fiber crops. It has the special combination of soil quality, location, growing season, and moisture supply needed to economically produce sustained high quality and/or high yields of specific crops when treated and managed according to acceptable farming methods. Examples of such crops are citrus, tree nuts, olives, cranberries, fruit, and vegetables.

Additional farmland of statewide importance

This is land, in addition to prime and unique farmlands, that is of statewide importance for the production of food, feed, fiber, forage, and oilseed crops. Criteria for defining and delineating this land are to be determined by the appropriate State agency or agencies.

Additional farmland of local importance

In some local areas, there is concern for certain additional farmlands for the production of food, feed, fiber, forage, and oilseed crops, even though these lands are not identified as having national or statewide importance. Where appropriate, these lands are to be identified by the local agency or agencies concerned.

^{1/} USDA's Important Farmland Inventory, 7 CFR, Part 657.5

DEFINITIONS

The following definitions apply to the provisions of Section 1037, Revised Statutes.

IMPROVED LANDS

Prime Lands

Prime land is land that has the best combination of physical and chemical characteristics for growing food, feed, forage, fiber, and oilseed crops, and is also available for these uses (the land could be cropland, pastureland, rangeland, forest land, or other land, but not urban built-up land or water).

In addition to the criteria above, for purposes of this policy statement, the location and adjacent uses and other economic and social factors will be given due consideration.

Unique Lands

Unique land is land other than prime land that is used for the production of specific high value food and fiber crops. It has the special combination of soil, climate, location, growing season, and other factors needed to economically produce sustained high quality major high value or special crops such as certain and unusual varieties of acceptable farming methods. Examples of such crops are citrus, tree nuts, cotton, seed cotton, fruit, and vegetables.

Additional Lands of Statewide Importance

This is land, in addition to prime and unique lands, that is of statewide importance for the production of food, feed, forage, fiber, and oilseed crops. Criteria for designating this land are to be determined by the appropriate State agency or agencies.

Additional Lands of Local Importance

In some local areas, there is concern for certain additional lands for the production of food, feed, forage, fiber, and oilseed crops, even though these lands are not identified as having national or statewide importance. Where appropriate, these lands are to be identified by the local agency or agencies concerned.

PRIME FORESTLANDS 2/

Because of the multiple-use of forested lands, several categories, i.e., timber, wildlife, and recreation may be developed. For purposes of this Memorandum only, the following timberland definitions will apply.

Prime timberland

Prime timberland is land that has soil capable of growing wood at the rate of 85-cubic feet or more/acre/year culmination of mean annual increment (site 3 or better) in natural stands and is not in urban or built-up land uses or water. Generally speaking, this is land currently in forest, but does not exclude qualifying lands that could realistically be returned to forest.

Unique timberland

Unique timberlands are lands which do not qualify as prime timberland on the basis of producing less than 85-cubic feet/acre/year, but are growing sustained yields of specific high value species or species capable of producing specialized wood products under a silvicultural system that maintains soil productivity and protects water quality.

Timberland of Statewide importance

This is land, in addition to prime and unique timberlands, that is of Statewide importance for the growing of wood. Criteria for defining and delineating these lands to be determined by State forestry planning committees or appropriate State organizations.

Timberland of local importance

In some local areas, there is concern for certain additional forest lands for the growing of wood even though these lands are not identified as having national or Statewide importance. Where appropriate, these lands are to be identified by a local agency or agencies concerned.

PRIME RANGELAND 3/

Prime rangeland is rangeland which because of its soil, climate, topography, vegetation, and location has the highest quality or value for grazing animals. The (potential) natural vegetation is palatable, nutritious, and available to the kinds of herbivores common to the area.

2/ Prime Forest Land Definition and Criteria, USFS, May 26, 1977

3/ Draft USDA Definitions (for intra-departmental use only).

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PRIME FORESTLANDS

Because of the multiplicity of forested lands, several categories, i.e., timber, wildlife, and recreation may be developed. For purposes of this Memorandum only, the following timberland definitions will apply.

Prime Timberland

Prime timberland is land that has soil capable of growing wood at the rate of 85-cubic feet or more (acre/year) or cultivation of mean annual increment (size 2 or better) in natural stands and is not in urban or building land uses or water. Generally speaking, this is land currently in forest, but does not exclude qualifying lands that could potentially be returned to forest.

Unique Timberland

Unique timberlands are lands which do not qualify as prime timberland on the basis of producing less than 85-cubic feet (acre/year), but are growing sustained yields of specific high value species or species capable of producing specialized wood products under a silvicultural system that maintains soil productivity and protects water quality.

Timberland of Statewide Importance

This is land, in addition to prime and unique timberlands, that is of statewide importance for the growing of wood. Criteria for defining and delineating these lands to be determined by State forestry planning committees or appropriate State organizations.

Timberland of Local Importance

In some local areas, there is concern for certain additional forest lands for the growing of wood even though these lands are not identified as having national or statewide importance. Where appropriate, these lands are to be identified by a local agency or agencies concerned.

PRIME RANGELAND

Prime rangeland is rangeland which because of its soil, climate, topography, vegetation, and location has the highest quality or value for grazing animals. This (potential) natural vegetation is palatable, nutritious, and available to the kinds of herbivores common to the area.

Because of the kind, quality, or seasonal characteristics of the forage produced on it, prime rangeland makes a significant contribution to the range livestock industry of the area and exerts a profound influence on well-being of local communities. Prudent grazing can be accomplished without significant degradation of the environment.

WETLANDS ^{4/}

Wetlands means those areas that are inundated by surface or ground water with a frequency sufficient to support and under normal circumstances does or would support a prevalence of vegetable or aquatic life that requires saturated or seasonally saturated soil conditions for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, river overflows, mudflats, and natural ponds.

Other farm, forest, range, or wetlands designated for protection by State or local governments.

Those lands, defined and identified by State or local jurisdictions or regional governing bodies which are of substantial importance to them. The importance might stem from the lands siting, economic, environmental, open space, or other values.

OTHER TERMS

Flood plains ^{5/}

The term "flood plain" shall mean the lowland and relatively flat areas adjoining inland and coastal waters including floodprone areas of offshore islands, including at a minimum, that area subject to a one-percent or greater chance of flooding in any given year.

Food, fiber, and wood

Food, fiber, and wood are the production of food, feed, forage, fiber, oilseed, ornamental plant materials, and wood for all purposes, including seed production and planting stock.

4/ Executive Order 11990, Protection of Wetlands, May 24, 1977

5/ Executive Order 11988, Floodplain Management, May 24, 1977

Because of the kind, quality, or seasonal characteristics of the forage produced on it, prime rangeland makes a significant contribution to the range livestock industry of the area and exerts a profound influence on well-being of local communities. Prudent grazing can be accomplished without significant degradation of the environment.

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Other lands, forests, ranges, or wetlands designated for protection by State or local government.

Those lands, defined and identified by State or local jurisdiction or regional governing bodies which are of substantial importance to them. The importance might stem from the lands' siting, economic, environmental, open space, or other values.

OTHER TERMS

Food plains

The term "food plains" shall mean the lowland and relatively flat areas adjoining inland and coastal waters including floodways areas of offshore islands, including at a minimum, that area subject to a one-percent or greater chance of flooding in any given year.

Food, fiber, and wood

Food, fiber, and wood are the production of food, feed, forage, fiber, oilseed, ornamental plant materials, and wood for all purposes, including seed production and planting stock.

4/ Executive Order 11890, Protection of Wetlands, May 24, 1977
5/ Executive Order 11888, Riparian Management, May 24, 1977

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

October 30, 1978

SECRETARY'S MEMORANDUM NO. 1827, REVISED
SUPPLEMENT NO. 1

Implementation of Executive Orders
11988, Flood Plain Management and
11990, Protection of Wetlands

BACKGROUND

Two Executive Orders were issued in May of 1977 as important components of the President's message on the environment. These Orders require all executive agencies to avoid disrupting wetlands or flood plains wherever there are practicable alternatives in delivering their programs and to minimize any environmental harm that might be caused by Federal actions where no practicable alternatives exist. The Orders require executive agencies to establish procedures for compliance. Specifically, executive agencies are required to issue or amend program regulations and procedures and to incorporate the provisions of the Executive Orders into agency planning and decisionmaking. Executive agencies are required to assure that consideration for wetlands and flood plains will be part of existing programs and will not cause unnecessary duplication or delay in government operations.

Scope of USDA Programs Covered

Land use-related programs of the following Administrations and Services are subject to the Orders' directives: Soil Conservation Service; Science and Education Administration; Rural Electrification Administration; Forest Service; Farmers Home Administration; Agricultural Stabilization and Conservation Service; and the Economics, Statistics, and Cooperatives Services.

Directives

1. The Soil Conservation Service, the Agricultural Stabilization and Conservation Service, the Forest Service, the Rural Electrification Administration, and the Farmers Home Administration will identify and review, and make necessary changes in their respective regulations and rules for all programs that may cause conversions of wetlands or which might enable others to convert wetlands to alternative uses, or that may cause or enable others to cause the construction of encroachments on flood plains. Such changes as necessary to comply with Executive Orders 11988 and 11990 shall be made by November 1, 1978.

LAND-FORESTRY

2. Those services and administrations listed above, together with the Science and Education Administration, and the Economics, Statistics, and Cooperatives Service will identify and review and make necessary changes in those programs that may indirectly affect flood plains or wetlands by influencing decisions made by local and State government officials, planning and development organizations or agencies, or individual firms and landholders. In conducting these programs, increased attention will be given to:

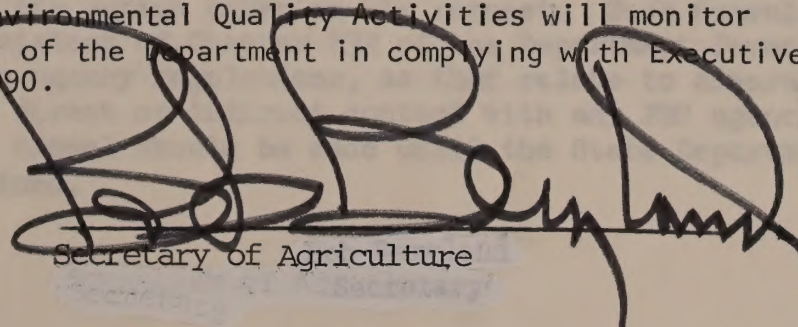
- A. Generating and disseminating knowledge and providing technical assistance in the application of knowledge that may be useful to local and State government officials, planning and development groups or agencies, or individual firms and landholders in understanding the natural and beneficial functions and values of wetlands and flood plains and in preserving and utilizing such lands.
- B. Assisting State and local governing officials, planning and development groups or agencies, and individual firms and landholders to identify and study the feasibility of, and to implement, alternatives to converting or encroaching on flood plains in meeting their growth and development needs.

3. All affected services and administrations will utilize the systematic, interdisciplinary approach for the identification of environmental impacts of all actions on or affecting wetlands as contained in the National Environmental Protection Act of 1969, Section 102(2)(c). To the extent practicable, the decisionmaking process contained in Part II, Floodplain Management Guidelines for Implementing Executive Order 11988 (43 FR 6030, dated February 10, 1978) will be utilized.

4. All affected services and administrations will identify, define, specify, and propose remedies for any legal, legislative, or other constraints that limit the agency's capacity to comply fully with the provisions of these Executive Orders.

5. The Department of Agriculture's Land Use Committee, created under the provisions of Secretary's Memorandum No. 1807, Revised, will provide interagency leadership for bringing the Department into compliance with the spirit and intent of Executive Orders 11988 and 11990.

6. The Office of Environmental Quality Activities will monitor actions and progress of the Department in complying with Executive Orders 11988 and 11990.



Secretary of Agriculture

12

2. Those services and administrations listed above, together with the Science and Education Administration, and the Economics, Statistics, and Co-Operatives Service will identify and review and make necessary changes in those programs that may indirectly affect flood plains or wetlands by influencing decisions made by local and State government officials, planning and development organizations or agencies, or individual firms and landholders. In conducting these programs, increased attention will be given to:

A. Generating and disseminating knowledge and providing technical assistance in the application of knowledge that may be useful to local and State government officials, planning and development groups or agencies, or individual firms and landholders in understanding the natural and beneficial functions and values of wetlands and flood plains and in preserving and utilizing such lands.

B. Assisting State and local governing officials, planning and development groups or agencies, and individual firms and landholders to identify and study the feasibility of, and to implement, alternatives to converting or encroaching on flood plains in meeting their growth and development needs.

3. All affected services and administrations will utilize the systematic, interdisciplinary approach for the identification of environmental impacts of all actions on or affecting wetlands as contained in the National Environmental Protection Act of 1969, Section 102(2)(c). To the extent practicable, the decisionmaking process contained in Part II, Floodplain Management Guidelines for Implementing Executive Order 11988 (43 FR 6030, dated February 10, 1978) will be utilized.

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6. The Office of Environmental Quality Activities will monitor actions and progress of the Department in complying with Executive Orders 11988 and 11990.

Secretary of Agriculture
Robert Bergland

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

November 1, 1973.

See Memo. No. 1828
~~MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES~~

Official and Private Travel to the People's Republic
of China by all USDA Personnel and their Dependents

The establishment of Liaison Offices in Washington and Peking has stimulated interest in travel to the People's Republic of China (PRC) by increasing numbers of United States citizens. While the Department of State does not wish to discourage travel to the PRC by private citizens, they are cautioning would-be travelers that the PRC is not open to foreign tourists in a normal sense.

Travel to the PRC by United States Government personnel and their dependents remains a matter of discretion. It is expected that there will be cases where United States Government personnel have valid reasons for proposing official travel to the PRC and other cases where such personnel and/or their dependents desire to travel to the PRC in a private capacity. Given the newness of our relationship with the PRC, however, it is necessary to establish procedures governing travel to the PRC by United States Government personnel and their dependents for whatever purposes.

General Requirements for Travel to the PRC

The following requirements apply to proposed travel to the PRC:

The first requirement for travel to the PRC is that the individual have a valid passport issued by the United States Department of State. For official travel, an Official passport is required (7 AR 55.j) and for private travel a Regular passport is required.

Official Travel - All personnel who wish to travel to the PRC for official purposes must submit to the Secretary of State a request for permission to make the proposed trip at least 45 days in advance of the intended date of application for a PRC visa. The request must include the purpose, dates, and itinerary of the proposed travel as well as such contacts with PRC officials and/or agencies as are contemplated. The Department of State will notify the applicant of the action taken on his request. Such travel is also subject to the provisions of Chapter 732 of the Department Personnel Manual and corresponding agency regulations, as they relate to clearance for foreign travel. No direct or indirect contact with any PRC agency or official regarding such travel should be made until the State Department's clearance has been obtained.

TRAVEL 2

Private Travel - All personnel and their dependents who wish to travel to the PRC for private purposes must inform the Secretary of State at least 30 days in advance of the intended date of application for a PRC visa of the purpose, dates and itinerary of the proposed trip. Permission is not required, but if the State Department perceives a foreign policy objection to the intended travel, it will notify the employee's parent agency. Executive branch personnel and their dependents on a private visit must travel in a strictly private capacity (taking annual leave or leave without pay), and are prohibited from discussing or transacting any official business while in the PRC. They must also travel on regular passports when making a private trip.

Procedures for USDA Personnel and Dependents

The following procedures should be observed with respect to travel to the PRC by USDA personnel and their dependents, whether attached to American diplomatic or consular posts or assigned to agencies of the United States Government in the United States or its territories: ?

Coordination with State Department - The Administrator, Foreign Agricultural Service, will coordinate all applications for travel to the PRC with the Department of State. The Assistant Administrator, Agricultural Attaches, has been designated Coordinating Officer, and all applications for travel to the PRC submitted to the Secretary of State will be channeled through his office. All communications from the State Department will be channeled back through his office to the applicant and the parent agency. The coordinating office is:

William Horbaly, Assistant Administrator
Agricultural Attaches
Room 5065, South Building
Foreign Agricultural Service
Washington, D.C. 20250

Phone: (Area Code 202) 447-6138

Notification and Request for Permission - Requests for permission for travel should be submitted to FAS in ample time to meet the 45 and 30 days advance submission required by the Department of State.

Attached is a sample form to be used in submitting requests or notification. Requests for permission to travel to the PRC on official business must be accompanied by an Agency approval signed by an appropriate Agency official.

Security Briefing - USDA personnel planning to travel to the PRC in either an official or private capacity must obtain a formal briefing from the Department Security Officer. This briefing is required by the Department of State.

Private Travel - All personnel and their dependents who wish to travel to the PRC for private purposes must inform the Secretary of State at least 30 days in advance of the intended date of application for a PRC visa of the purpose, dates and itinerary of the proposed trip. Permission is not required, but if the State Department perceives a foreign policy objection to the intended travel, it will notify the employee's parent agency. Executive branch personnel and their dependents on a private visit must travel in a strictly private capacity (taking annual leave or leave without pay), and are prohibited from discussing or transacting any official business while in the PRC. They must also travel on regular passports when making a private trip.

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William Horbaly, Assistant Administrator
Agricultural Attaché
Room 5065, South Building
Foreign Agricultural Service
Washington, D.C. 20250

Phone: (Area Code 202) 447-6136

Notification and Request for Permission - Requests for permission for travel should be submitted to FAR in ample time to meet the 45 and 30 days advance submission required by the Department of State.

Attached is a sample form to be used in submitting requests or notification. Requests for permission to travel to the PRC on official business must be accompanied by an Agency approval signed by an appropriate Agency official.

Security Briefing - USDA personnel planning to travel to the PRC in either an official or private capacity must obtain a formal briefing from the Department Security Officer. This briefing is required by the Department of State.

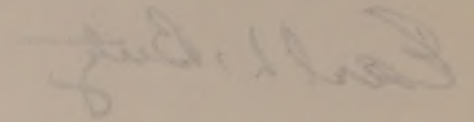
and notification

11 ~~B.1~~ — of Personal Travel to the FBI

Agency Action Required

Each agency should establish its own internal clearance and notification procedures for employees wishing to travel to the PRC.

Attachment



Carl L. Butz
Secretary

PRC

reference, permission is hereby requested for/notification is

1. Name of Traveler			
Last	First	Middle	

Passport Number _____ Passport Type _____
(Diplomatic, Official, etc.)

2. Employing Department or Agency _____
(State, USIA, AID, etc.)

3. Position (functional) _____

4. Security Clearances currently held

[illegible]

6. Itinerary and Dates:

7. Address in PRC (or other point of contact)

8. Purpose of Travel (tourist, visit relatives, official, etc.

If official, give details including anticipated contacts with
PRC officials and agencies);

9. Means of Travel:

To the PRC: _____

Within the PRC (if known) _____

10. If Travel is Part of a Tour or Group, Indicate

Companions, Other Details:

11. Do Traveler's Dependents or Companions Have Relatives in
the PRC? _____

Indicate Nature of Relationship and Whether they will be
Contacted _____

12. Other Pertinent Information:

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 21, 1977

SECRETARY'S MEMORANDUM No. 1828 Revised

Official and Private Travel to the People's Republic
of China by all USDA Personnel and their Dependents

The establishment of Liaison Offices in Washington and Peking has stimulated interest in travel to the People's Republic of China (PRC) by increasing numbers of United States citizens. While the Department of State does not wish to discourage travel to the PRC by private citizens, they are cautioning would-be travelers that the PRC is not open to foreign tourists in a normal sense.

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Official Travel - All personnel who wish to travel to the PRC for official purposes must submit to the Secretary of State a request for permission to make the proposed trip at least 45 days in advance of the intended date of application for a PRC visa. The request must include the purpose, dates, and itinerary of the proposed travel as well as such contacts with PRC officials and/or agencies as are contemplated. The Department of State will notify the applicant of the action taken on his request. Such travel is also subject to the provisions of Chapter 732 of the Department Personnel Manual and corresponding agency regulations, as they relate to clearance for foreign travel. No direct or indirect contact with any PRC agency or official regarding such travel should be made until the State Department's clearance has been obtained.

Private Travel - All personnel and their dependents who wish to travel to the PRC for private purposes must inform the Secretary of State at

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TRAVEL

SECRETARY'S MEMORANDUM No. 1828 Revised

Official and Private Travel to the People's Republic
of China by all USA Personnel and their Dependents

The establishment of Liaison Offices in Washington and Peking has stimulated interest in travel to the People's Republic of China (PRC) by increasing numbers of United States citizens. While the Department of State does not wish to discourage travel to the PRC by private citizens, they are cautioning would-be travelers that the PRC is not open to foreign tourists in a normal sense.

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General Requirements for Travel to the PRC

The following requirements apply to proposed travel to the PRC:

The first requirement for travel to the PRC is that the individual have a valid passport issued by the United States Department of State. For official travel, an official passport is required (7 AR 56) and for private travel a regular passport is required.

Official Travel - All personnel who wish to travel to the PRC for official purposes must submit to the Secretary of State a request for permission to make the proposed trip at least 45 days in advance of the intended date of application for a PRC visa. The request must include the purpose, dates, and itinerary of the proposed travel as well as such contacts with PRC officials and/or agencies as are contemplated. The Department of State will notify the applicant of the action taken on his request. Such travel is also subject to the provisions of Chapter 732 of the Department Personnel Manual and corresponding agency regulations, as they relate to clearance for foreign travel. No direct or indirect contact with any PRC agency or official regarding such travel should be made until the State Department's clearance has been obtained.

Private Travel - All personnel and their dependents who wish to travel to the PRC for private purposes must inform the Secretary of State at

least 30 days in advance of the intended date of application for a PRC visa of the purpose, dates and itinerary of the proposed trip. Permission is not required, but if the State Department perceives a foreign policy objection to the intended travel, it will notify the employee's parent agency. If a USDA official is traveling on assignment elsewhere but also performs private travel to the PRC as a part of total travel, he may use his official passport for the entire trip. Private travel to the PRC alone requires the use of a regular passport.

U.S. Government personnel and their dependents posted abroad may use Diplomatic or Official passports for incidental personal travel to the PRC in accordance with 8 Foreign Affairs Manual (FAM) 246.33 and 8 FAM 246.4(d). In applying for a PRC visa, the traveler(s) should of course indicate that the proposed travel is private. They should also be aware that the PRC may not issue diplomatic or official visas for such travel, and the the effect of a Diplomatic or Official passport used for private travel may be little different from that of a regular passport with regard to any diplomatic privileges or immunities while in the PRC.

Procedures for USDA Personnel and Dependents

The above procedures should be observed with respect to travel to the PRC by USDA personnel and their dependents, whether attached to American diplomatic or consular posts or assigned to agencies of the United States Government in the United States or its territories.

Coordination with State Department - The Administrator, Foreign Agricultural Service, will coordinate all applications for travel to the PRC with the Department of State. The Assistant Administrator, Agricultural Attaches, has been designated Coordinating Officer, and all applications for travel to the PRC submitted to the Secretary of State will be channeled through his office. All communications from the State Department will be channeled back through his office to the applicant and the parent agency. The coordinating officer and office are:

Assistant Administrator
Agricultural Attaches
Room 5065, South Building
Foreign Agricultural Service
USDA
Washington, D.C. 20250

Phone: (Area Code 202) 447-6138

Notification and Request for Permission - Requests for permission for travel should be submitted to FAS in ample time to meet the 45 and 30 days advance submission required by the Department of State.

Attached is a sample form to be used in submitting requests or notification. Requests for permission to travel to the PRC on official

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U.S. Government personnel and their dependents posted abroad may use Diplomatic or Official passports for incidental personal travel to the PRC in accordance with 8 Foreign Affairs Manual (FAM) 245.32 and 8 FAM 245.4(d). In applying for a PRC visa, the traveler(s) should of course indicate that the proposed travel is private. They should also be aware that the PRC may not issue diplomatic or official visas for such travel, and the effect of a Diplomatic or Official passport used for private travel may be little different from that of a regular passport with regard to any diplomatic privileges or immunities while in the PRC.

Procedures for USDA Personnel and Dependents

The above procedures should be observed with respect to travel to the PRC by USDA personnel and their dependents, whether assigned to American diplomatic or consular posts or assigned to agencies of the United States Government in the United States or its territories.

Coordination with State Department - The Administrator, Foreign Agricultural Service, will coordinate all applications for travel to the PRC with the Department of State. The Assistant Administrator, Agricultural Attachés, has been designated Coordinating Officer, and all applications for travel to the PRC submitted to the Secretary of State will be channelled through his office. All communications from the State Department will be channelled back through his office to the applicant and the parent agency. The coordinating officer and office are:

Assistant Administrator
Agricultural Attachés
Room 5055, South Building
Foreign Agricultural Service
USDA
Washington, D.C. 20550

Phone: (Area Code 202) 417-6130

Notification and Request for Permission - Requests for permission for travel should be submitted to the Secretary of State at least 30 days advance submission required by the Department of State.

Attached is a sample form to be used in submitting requests or notification. Requests for permission to travel to the PRC on official

REQUEST FOR PERMISSION/NOTIFICATION OF INTENT
TO TRAVEL TO THE PRC

business must be accompanied by an Agency approval signed by an appropriate Agency official.

Security Briefing - USDA personnel planning to travel to the PRC in either an official or private capacity must obtain a formal briefing from the Department Security Officer. This briefing is required by the Department of State.

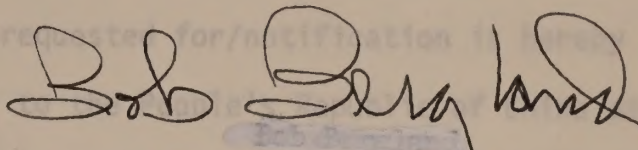
Agency Action Required

Each agency should establish its own internal clearance and notification procedures for employees wishing to travel to the PRC.

REF: A-4085

Secretary's Memorandum No. 1828, November 1, 1973, is hereby superseded.

In compliance with instructions contained in the airgram of reference, permission is hereby requested for notification of intent submitted of intention to travel to the PRC as discussed below:


Secretary of Agriculture

Attachment of Traveler

<u>Last</u>		<u>First</u>	<u>Middle</u>
<u>Passport Number</u>		<u>Passport Type</u> (Diplomatic, Official, etc.)	
2. <u>Employing Department or Agency</u> (State, USAID, AID, etc.)			
3. <u>Position (functional)</u>			
4. <u>Security Clearances currently held</u>			
5. <u>Names of Accompanying Dependents</u>		<u>Passport Number</u>	
_____		_____	
_____		_____	
6. <u>Itinerary and Dates:</u>			

1 X5/5

③
④ Blank

business must be accompanied by an Agency approval signed by an appro-
private Agency official.

Security Briefing - USDA personnel planning to travel to the PRC in
either an official or private capacity must obtain a formal briefing
from the Department Security Officer. This briefing is required by the
Department of State.

Agency Action Required

Each agency should establish its own internal clearance and notification
procedures for employees wishing to travel to the PRC.

Secretary's Memorandum No. 1858, November 1, 1973, is hereby superseded.


Earl B. Wilson
Secretary of Agriculture

Attachment

REQUEST FOR PERMISSION/NOTIFICATION OF INTENT
TO TRAVEL TO THE PRC

TO: Department of State (EA/PRCM)
THRU: (Administrative or other appropriate officer in traveler's agency)
FROM: (Traveler)
SUBJECT: Official or Personal Travel to the PRC
REF: A-4085

In compliance with instructions contained in the airgram of reference, permission is hereby requested for/notification is hereby submitted of intention to travel to the People's Republic of China as discussed below:

1. Name of Traveler _____
Last First Middle
Passport Number _____ Passport Type _____
(Diplomatic, Official, etc.)
2. Employing Department or Agency _____
(State, USIA, AID, etc.)
3. Position (functional) _____
4. Security Clearances currently held _____
5. Names of Accompanying Dependents _____ Passport Number _____

6. Itinerary and Dates: _____

2X 515

5

7. Address in PRC (or other point of contact) _____

8. Purpose of Travel (tourist, visit relatives, official, etc. If official, give details including anticipated contacts with PRC officials and agencies):

9. Means of Travel:
To the PRC: _____
Within the PRC (if known) _____
10. If Travel is Part of a Tour or Group, Indicate Companions, Other Details:

11. Do Traveler's Dependents or Companions Have Relatives in the PRC?

Indicate Nature of Relationship and Whether they will be Contacted

12. Other Pertinent Information _____

2X515

6

7. Address in PRC (or other point of contact) _____

8. Purpose of Travel (Tourist, visit relatives, official, etc. If official, give details including anticipated contacts with PRC officials and agencies):

9. Means of Travel: _____
To the PRC: _____
Within the PRC (if known) _____
10. If Travel is Part of a Tour or Group, Indicate Companions, Other Details:

11. Do Traveler's Dependents or Companions Have Relatives in the PRC?

Indicate Nature of Relationship and Whether they will be Contacted

12. Other Pertinent Information _____

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

November 7, 1973

SECRETARY'S MEMORANDUM NO. 1829

Rural Environmental Conservation Program

1. Purpose. This memorandum establishes organizational arrangements and assigns responsibilities for carrying out in FY 1974 a Rural Environmental Conservation Program (RECP).
2. Background and Need. Title X of the Agriculture and Consumer Protection Act of 1973, approved August 10, 1973 (Public Law 93-86), provides new statutory authority for cost-sharing for soil and water conservation, pollution abatement, timber production, and other purposes.

The Conference Committee on the FY 1974 Agricultural, Environmental and Consumer Protection appropriation bill indicated in the Conference Report (House Report No. 93-520) the intent of allowing use of appropriated Rural Environmental Assistance Program funds for carrying out the provisions of Title X of the Agriculture and Consumer Protection Act of 1973.

Effective administration of the program under Title X requires new administrative arrangements, including establishment of National and State Advisory Committees, to assure adequate participation by agencies of the Department of Agriculture and other organizations with the technical capabilities and experience in the specialized aspects of the new program.

3. National Policy Board. There is hereby established a National Policy Board with the responsibility for developing RECP policy and program guidelines, and annual program recommendations, for consideration and approval by the Secretary. The Board shall consist of the following:

The Under Secretary (Chairman)
The Assistant Secretary for International Affairs and
Commodity Programs
The Assistant Secretary for Conservation, Research, and Education
The Assistant Secretary for Rural Development
The Director of Agricultural Economics
The General Counsel

The Board will meet at the call of the Chairman. At the discretion of the Chairman, other USDA officials or representatives of other Federal organizations may be invited to attend. The Office of Planning and Evaluation will provide staff support to the Board, under the direction of the Chairman, and the Director will serve as Secretary to the Board.

4. National Program Development Group. There is hereby established a National Program Development Group with responsibilities for developing annual program recommendations for consideration by the National Policy Board, recommendations with respect to changes and administrative procedures and policy guidelines, and annual evaluations of program effectiveness and operating arrangements.

The National Program Development Group shall include representatives of:

- Agricultural Stabilization and Conservation Service
- Soil Conservation Service
- Forest Service
- Extension Service
- Economic Research Service
- Farmers Home Administration
- Agricultural Research Service
- Office of the General Counsel
- Office of Planning and Evaluation
- Office of Budget and Finance

Representatives of the first four agencies shall constitute the executive committee. The Chairman of the National Program Development Group shall be the representative of the Agricultural Stabilization and Conservation Service or his designee.

5. State and County Program Development Groups. There are hereby established State and County Program Development Groups which will meet periodically to make recommendations with respect to the development of the RECP.

The State Program Development Group shall consist of the ASC State committee, the State director of extension, the SCS State conservationist, and a representative of the U.S. Forest Service. The State forestry department, or its equivalent, shall be invited to designate a representative to be a member of each State Development Group.

The County Program Development Group shall consist of the ASC County Committee, the county extension agent, a representative of the Soil Conservation Service, and a representative of the U.S. Forest Service. In each county where cost-sharing is offered for forestry

The Board will meet at the call of the Chairman. At the discretion of the Chairman, other USDA officials or representatives of other Federal organizations may be invited to attend. The Office of Planning and Evaluation will provide staff support to the Board, under the direction of the Chairman, and the Director will serve as Secretary to the Board.

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- Agricultural Stabilization and Conservation Service
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- Forest Service
- Extension Service
- Economic Research Service
- Farmers Home Administration
- Agricultural Research Service
- Office of the General Counsel
- Office of Planning and Evaluation
- Office of Budget and Finance

Representatives of the first four agencies shall constitute the executive committee. The Chairman of the National Program Development Group shall be the representative of the Agricultural Stabilization and Conservation Service or his designee.

5. State and County Program Development Groups. There are hereby established State and County Program Development Groups which will meet periodically to make recommendations with respect to the development of the NSCP.

The State Program Development Group shall consist of the ASC State Committee, the State Director of Extension, the SCS State Conservationist, and a representative of the U.S. Forest Service. The State Forestry Department, or its equivalent, shall be invited to designate a representative to be a member of each State Development Group.

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practices, a representative of the State forestry department, or its equivalent, shall be invited to be a member of the County Program Development Group.

6. Title X National and State Advisory Boards. Title X of the Agriculture and Consumer Protection Act of 1973 requires establishment of a National Advisory Board (Sec. 1007(b)), and an advisory board within each State (Sec. 1007(a)).

The National Advisory Board, to be appointed by the Secretary in consultation with the Secretary of Interior, shall furnish advice and assistance to the National Policy Board and the Secretary in developing the RECP, as provided in Section 1007(b) of the Act.

An Advisory Board of at least six members shall be appointed in each State. Membership on these boards shall include, but not necessarily be limited to, the State forester, the State conservationist, State administrator of water quality programs, and State wildlife administrator or their designees. Other members may include Land Grant University Officials, or State leaders or representatives of private or professional organizations with major interests in conservation or environmental issues. State Advisory Boards shall meet at least once each calendar year and shall provide advice and assistance to the State Committees as defined in Section 7 below and to the State Program Development Groups with respect to the matters stated in Section 1007(a) of the Act.

7. Agricultural Stabilization and Conservation Service. ASCS shall administer cost-share agreements and contracts, utilizing State and County Committees established under Section 8(b) of the Soil Conservation and Domestic Allotment Act, as amended.

ASC Committees shall participate in program publicity; make recommendations with respect to allocation of cost-share funds to Counties; supervise administration of the RECP by ASC County Committees and county offices; and participate in development of State RECP recommendations.

The ASC County Committees shall disseminate information locally about the RECP; advise potential applicants on how to obtain any required planning or management assistance; receive applications for cost-sharing assistance; when approved by qualified foresters or by Soil Conservation Service technical specialists, take action with respect to applications and sign contracts for cost-sharing assistance on the basis of available funds and program guidelines on priority of applications; certify payments; administer provisions for failure to comply with contract requirements; and participate in developing county program recommendations.

ACSC shall provide necessary administrative and financial support for the National and State Advisory Boards.

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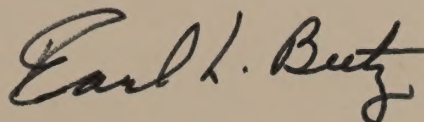
ASCs shall provide necessary administrative and financial support for the National and State Advisory Boards.

8. Soil Conservation Service. The Soil Conservation Service shall provide advice and recommendations on policies for soil and water conservation and related practices under the RECP, including conservation planning requirements for long-term contracts. SCS shall also be responsible for providing technical assistance to program participants in installation of soil and water conservation, pollution abatement, wildlife and recreation practices approved for cost-sharing assistance, and for certifying that the landowner has obtained approval of the Soil and Water Conservation District for the conservation plan, where necessary. SCS shall provide the County ASC Committee with priority ratings of applicants, based upon criteria and guidelines approved by the Secretary, and shall develop multi-year contracts for approval by County ASC Committees.
9. Forest Service. The Forest Service shall provide advice and recommendations on policies for all aspects of forestry practices under the RECP, including assistance to applicants for forestry incentives as specified in Section 1003 of the Agriculture and Consumer Protection Act of 1973.

For the forestry incentives program as specified in Section 1009 of the Act, the Forest Service, in consultation with State Foresters, will develop recommendations for allocating funds to States and counties, for technically sound forestry practices eligible for cost-sharing, for establishing priority of applicants for cost-share assistance, and for methods to encourage the utilization of private agencies, firms, and individuals furnishing services and materials needed for timber incentive practices.

The Forest Service is responsible for administering technical assistance, through State Foresters, in the planning and installation of forestry incentives practices approved for cost-sharing.

10. Extension Service. The Extension Service shall provide education support and assistance for increasing the effectiveness of the RECP. In addition, qualified foresters and other specialists in State Extension Services, when requested by the ASC County Office or applicant, may provide technical assistance to applicants in developing management plans or in installation of approved forestry or other practices.
11. Reservations to the Secretary. There is reserved to the Secretary approval of the National Rural Environmental Conservation Program, including the list of practices eligible for cost-sharing, cost-sharing rates, State allocations, and in the case of cost-sharing for timber incentives the designation of eligible States and counties.



Secretary of Agriculture

8. Soil Conservation Service. The Soil Conservation Service shall provide advice and recommendations on policies for soil and water conservation and related practices under the RCP, including conservation planning and related practices for long-term contracts. SCS shall also be responsible for providing technical assistance to program participants in installation of soil and water conservation, pollution abatement, wildlife and recreation practices approved for cost-sharing assistance, and for certifying that the landowner has obtained approval of the Soil and Water Conservation District for the conservation plan, where necessary. SCS shall provide the County ASC Committee with priority ratings of applicants, based upon criteria and guidelines approved by the Secretary, and shall develop multi-year contracts for approval by County ASC Committee.

9. Forest Service. The Forest Service shall provide advice and recommendations on policies for all aspects of forestry practices under the RCP, including assistance to applicants for forestry incentives as specified in Section 1003 of the Agriculture and Consumer Protection Act of 1973.

For the forestry incentives program as specified in Section 1003 of the Act, the Forest Service, in consultation with State Foresters, will develop recommendations for allocating funds to State and counties, for technically sound forestry practices eligible for cost-sharing, for establishing priority of applicants for cost-share assistance, and for methods to encourage the utilization of private agencies, firms, and individuals furnishing services and materials needed for timber incentive practices.

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11. Reservations to the Secretary. There is reserved to the Secretary approval of the National Rural Environmental Conservation Program, including the list of practices eligible for cost-sharing, cost-sharing rates, State allocations, and in the case of cost-sharing for timber incentives the designation of eligible States and counties.

Paul L. Burt

Secretary of Agriculture

ASCS Advisory Committee
Applicant--Biographical Sheet

Date of Submission: _____
Committee: _____

Mr. _____
NAME: Mrs. _____
Miss _____

(Maiden Name: _____)

HOME ADDRESS:

HOME TELEPHONE:

BUSINESS ADDRESS:

TITLE:

DATE OF BIRTH:

PLACE OF BIRTH:

OTHER PERTINENT INFORMATION - -

1. Civic Work:

2. Social:

3. Business/Occupation:

4. Awards, Recognitions:

5. Education:

6. Recommended By:



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

November 26, 1973

SECRETARY'S MEMORANDUM NO. 1830

Establishment of the Office of Audit
and the
Office of Investigation and Security

The programs which the Department of Agriculture administer require constant evaluation to ensure that intended program results are achieved efficiently and effectively. Fundamental alterations, ranging from new legislation to tightened supplies of energy resources, impact the agricultural and rural sectors and intensify the need for more comprehensive and effective evaluation of USDA programs. I have instructed the Assistant Secretary for Administration to establish a more effective and coordinated program evaluation effort to meet the needs of the Department. As a first phase of this effort, I am authorizing the creation of an Office of Audit and an Office of Investigation and Security.

The authorities and responsibilities pertaining to audit activities currently delegated to the Inspector General will be delegated to the Office of Audit which will report to the Assistant Secretary for Administration.

The authorities and responsibilities pertaining to investigative and security activities currently delegated to the Inspector General will be delegated to the Office of Investigation and Security which will report to the Secretary.

The Assistant Secretary for Administration will approve such transfers of funds, records, property, space and personnel as are involved in the organizational arrangements proposed in this memorandum.

I have asked the Assistant Secretary for Administration to establish the procedures and the phasing for such reassignments so that the impact on each employee is minimal. All existing delegations of authorities and responsibilities and assignments of personnel remain in force until such transfers are directed.

Earl L. Butz

Earl L. Butz
Secretary

ORGANIZATION

1 (Audit Office of)

November 1947

SECRETARY'S MEMORANDUM NO. 1801

ESTABLISHMENT OF COMMISSION OF WHITE

OFFICE OF INVESTIGATION AND SECURITY

The Commission under the direction of the President of the United States is authorized to conduct a comprehensive investigation of the activities of the Communist Party, its branches, and its agents in the United States and abroad. The Commission is authorized to conduct a comprehensive investigation of the activities of the Communist Party, its branches, and its agents in the United States and abroad. The Commission is authorized to conduct a comprehensive investigation of the activities of the Communist Party, its branches, and its agents in the United States and abroad.

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Approved: _____
Special Agent in Charge

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

November 27 1973

SECRETARY'S MEMORANDUM NO. 1831

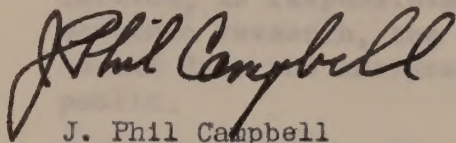
Coordination of USDA Energy Crisis Activities

The Assistant Secretary for International Affairs and Commodity Programs is hereby assigned the responsibility for activities of the Department dealing with the energy crisis. This responsibility will be carried out through the Agricultural Stabilization and Conservation Service (ASCS) with Mr. Nicholas H. Smith designated by the ASCS Administrator as Director of USDA Energy Crisis Activities.

The USDA effort in assisting agriculture during the energy crisis will require all agencies to give high priority to energy matters.

The cooperation of all agencies with the Director is essential to the success of this endeavor.

This memorandum supersedes Secretary's Memorandum No. 1815, dated June 27, 1973, and will be in effect for six months.



J. Phil Campbell
Acting Secretary

FUEL

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

November 27 1973

SECRETARY'S MEMORANDUM NO. 1831

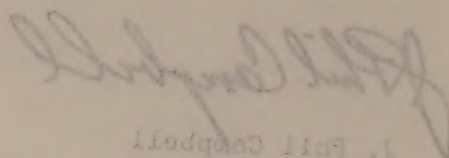
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J. Paul Campbell
Acting Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 4 1973

SECRETARY'S MEMORANDUM NO. 1832

Transfer of the Economic Development Division (EDD) from
Rural Development Service (RDS) to Economic Research Service (ERS)

Purpose

One of the major functions of the Department is to conduct a broad program of research related to the economic development of both the U. S. and foreign countries.

Currently, both the Director of Agricultural Economics and the Assistant Secretary for Rural Development have responsibility for conducting a broad program of economic studies on development of rural areas and other related activities.

The Director of Agricultural Economics, through the Economic Research Service, is responsible for a broad variety of functions relating to economic research, the development, and presentation of economic and social data and analyses to the Secretary, the Congress, and the public.

The Economic Development Division of the Rural Development Service presently is carrying out a nationwide program of economic research related to rural development.

The purpose of this memorandum is to consolidate the economic research functions now separated under the Assistant Secretary for Rural Development and the Director of Agricultural Economics into a single agency, ERS, to provide full integration of economic research activities and objectivity of analysis.

The integrity of the Rural Development Service will be maintained through a group of analysts in the Office of the Administrator, RDS, who will support RDS through the application of the results of research and analyses to Rural Development problems and through liaison with ERS.

This memorandum supersedes Secretary's memo 1800 (Feb. 12, 1973).

ORGANIZATION 1(ERS)

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250



February 4, 1973

SECRETARY'S MEMORANDUM NO. 152

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The integrity of the Rural Development Service will be maintained through a group of analysts in the Office of the Administrator, RDS, who will support RDS through the application of the results of research and analyses to Rural Development programs and through liaison with ERS.

This memorandum supersedes Secretary's Memo 1300 (Feb. 12, 1972).

[Handwritten signature]

DEPARTMENT OF AGRICULTURE

The delegations of authority will be amended to reflect this transfer.

Functions Transferred: All functions, required personnel, and property in Economic Development Division, RDS, shall be transferred to the Economic Research Service, with the exception of those liaison functions to be retained by RDS. The functions of the Economic Development Division include:

- a. Administering national and regional programs of research and associated service work relating to economic development of rural areas.
- b. Administering authorized programs of research and service on rural local government, community organizations and government and non-government services of a community nature.
- c. Administering authorized programs of research and service on rural population and manpower, and on the well-being and opportunities of rural people.
- d. Administering and developing other related research activities.

Management Support: Management support services for the effected function will continue to be provided by the Office of Management Services.

Other Transfers: The Assistant Secretary for Administration will make such transfer of funds, personnel, and employment authority, records, property, and incidentals necessary to carry out the transfer made in this memorandum.

J. Phil Campbell

Acting Secretary of Agriculture

The delegations of authority will be amended to reflect this transfer.

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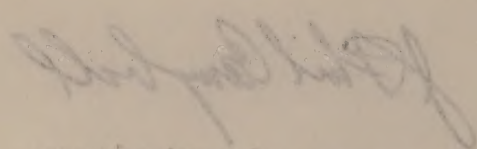
b. Administering authorized programs of research and service on rural local government, community organizations and government and non-government services of a community nature.

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Acting Secretary of Agriculture



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 7 1973

SECRETARY'S MEMORANDUM NO. 1833

Proposed Reorganization of Certain International
Activities in USDA

1. PURPOSE: A principal goal of the Department is to maintain and increase U. S. exports of available agricultural commodities. In view of the changing nature of world agricultural supply and demand relationships, a realignment of functions bearing on this goal is necessary in order to provide unified and coordinated program leadership.

This realignment is intended to directly support three primary international functions: (1) gather, analyze and disseminate information on world production and utilization of agricultural commodities; (2) develop export markets for U. S. agricultural commodities and (3) represent the USDA in international trade matters.

2. FUNCTIONS: In order to better meet the Department's international goals, it is proposed that a new Foreign Agricultural Service be established.

The Department proposes to transfer into this new agency the following functions:

- a) All functions of the present Foreign Agricultural Service.
 - b) All functions of the Export Marketing Service.
 - c) All functions of the International Organizational Staff.
3. INCIDENTAL TRANSFERS: The Assistant Secretary for Administration will be authorized to approve such transfer of funds, records, property, space, and personnel as are involved in the organizational assignments proposed in this memorandum.
 4. MANAGEMENT SUPPORT ACTIVITIES: Such administrative and management support as are required will be provided from within the new agency. All accounting, budget, personnel, and other management support functions presently performed by the Foreign Agricultural Service and the Agricultural Stabilization and Conservation Service in the

ORGANIZATION

1 (FAS)

August 7 1972

SECRETARY'S MEMORANDUM NO. 1833

Proposed Reorganization of Certain International
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The Department proposes to transfer into this new agency the following functions:

- a) All functions of the present Foreign Agricultural Service.
- b) All functions of the Export Marketing Service.
- c) All functions of the International Organizational Staff.

3. TRANSFERRED FUNCTIONS: The Assistant Secretary for Administration will be authorized to approve such transfer of funds, records, property, space, and personnel as are involved in the organizational assignments proposed in this memorandum.

4. MANAGEMENT SUPPORT ACTIVITIES: Such administrative and management support as was required will be provided from within the new agency. All accounting, budget, personnel, and other management support functions presently performed by the Foreign Agricultural Service and the Agricultural Stabilization and Conservation Service in the

administration of the functions identified in section 2 above will be transferred to the new Foreign Agricultural Service.

5. PUBLIC NOTICE: In accordance with Reorganization Plan No. 2 of 1953, the Department is giving advance public notice of delegations of functions proposed to be made and will afford interested persons an opportunity to place before the Department their views with respect thereto. In order to be considered, comments must be received by December 28, 1973.

Establishment of New Foreign Agricultural Service and Transfer of Functions

Earl L. Butz

SECRETARY OF AGRICULTURE

- a) All functions of the present Foreign Agricultural Service.
b) All functions of the Export Marketing Service.
c) All functions of the International Organizations Staff.

The Department at that time gave public notice of the proposed action and invited comments from interested persons and groups. The replies were favorable and they have been considered in the final assignment of functions.

Effective February 3, 1974, I am establishing a new Foreign Agricultural Service under the direction of an Administrator, who will report to me through the Assistant Secretary for International Affairs and Commodity Programs.

TRANSFERRED FUNCTIONS. All accounting, fiscal, budget, personnel, administrative, and other management support functions shall be the responsibility of the new agency, except that the Agricultural Stabilization and Conservation Service shall have the responsibility for flood, sedimentation, and related functions relating to Commodity Credit Corporation (CCC) programs administered by the new Foreign Agricultural Service.

administration of the functions identified in section 2 above will be transferred to the new Foreign Agricultural Service.

2. PUBLIC NOTICE: In accordance with Reorganization Plan No. 2 of 1955, the Department is giving advance public notice of delegations of functions proposed to be made and will afford interested persons an opportunity to place before the Department their views with respect thereto. In order to be considered, comments must be received by December 18, 1955.

Carl L. Butz

SECRETARY OF AGRICULTURE



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

February 1 1974

SECRETARY'S MEMORANDUM NO. 1833, SUPPLEMENT 1

Establishment of New Foreign Agricultural
Service and Transfer of Functions.

1. FUNCTIONS TRANSFERRED. Secretary's Memorandum No. 1833, of December 7, 1973, announced a proposal to reorganize certain international activities in USDA. The Department proposed that a new Foreign Agricultural Service be established and to transfer into the new agency the following functions:

- a) All functions of the present Foreign Agricultural Service.
- b) All functions of the Export Marketing Service.
- c) All functions of the International Organizations Staff.

The Department at that time gave public notice of the proposed action and invited comments from interested persons and groups. The replies were favorable and they have been considered in the final realignment of functions.

Effective February 3, 1974, I am establishing a new Foreign Agricultural Service under the direction of an Administrator, who will report to me through the Assistant Secretary for International Affairs and Commodity Programs.

2. MANAGEMENT SUPPORT FUNCTIONS. All accounting, fiscal, budget, personnel, claims, and other management support functions shall be the responsibility of the new agency, except that the Agricultural Stabilization and Conservation Service shall have the responsibility for fiscal, accounting, and claims functions relating to Commodity Credit Corporation (CCC) programs administered by the new Foreign Agricultural Service.

ORGANIZATION 1 (FAS)

SECRETARY'S MEMORANDUM NO. 1833, SUPPLEMENT 1

Reestablishment of New Foreign Agricultural
Service and Transfer of Functions

1. FUNCTIONS TRANSFERRED. Secretary's Memorandum No. 1833, of December 3, 1973, announced a proposal to reorganize certain international activities in USDA. The Department proposed that a new Foreign Agricultural Service be established and to transfer into the new agency the following functions:

- a) All functions of the present Foreign Agricultural Service.
- b) All functions of the Export Marketing Service.
- c) All functions of the International Organizations Staff.

The Department at that time gave public notice of the proposed action and invited comments from interested persons and groups. The replies were favorable and they have been considered in the final reorganization of functions.

Effective February 3, 1974, I am establishing a new Foreign Agricultural Service under the direction of an Administrator, who will report to me through the Assistant Secretary for International Affairs and Commodity Programs.

2. MANAGEMENT SUPPORT FUNCTIONS. All accounting, fiscal, budget, personnel, claims, and other management support functions shall be the responsibility of the new agency, except that the Agricultural Stabilization and Conservation Service shall have the responsibility for fiscal, accounting, and claims functions relating to commodity credit operations (COO) programs administered by the new Foreign Agricultural Service.

3. CCC FUNDS ALLOCATION. Commodity Credit Corporation funds allocable to programs and activities of the Foreign Agricultural Service will be provided from CCC funds administered by the Agricultural Stabilization and Conservation Service.

4. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments made in this Memorandum.

Earl L. Butz

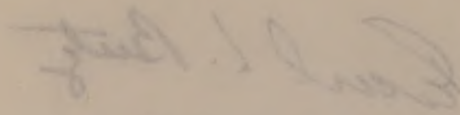
Earl L. Butz

SECRETARY OF AGRICULTURE

2. FUNCTIONS GRANTED. I hereby establish an independent Office of the Sales Manager for the Department to be headed by a Sales Manager who will report directly to the Secretary. The following delegations of authority are made to the Sales Manager:
- Formulate policies for programs under section 5(f) of the CCC Charter Act (15 U.S.C. 714c(f)) and section 4, Public Law 89-293 (7 U.S.C. 1709a) to finance commercial export credit sales of agricultural commodities by U.S. exporters.
 - Formulate policies for barter programs, under which agricultural commodities are exported, under sections 4(a) and 5(f) of the CCC Charter Act (15 U.S.C. 714b(a) and 714c(f)) and section 303 of Public Law 88 (7 U.S.C. 1992).
 - Formulate policy for sales programs for export of CCC-owned agricultural commodities, except for tobacco, peanuts, tung oil, and gun naval stores.
 - Formulate policies for export payment programs (other than those under section 32, Public Law 320, 74th Congress (7 U.S.C. 613c)), and other programs (as assigned to encourage or cause the export of U.S. agricultural commodities).

3. CCC FUNDS ALLOCATION. Commodity Credit Corporation funds allocable to programs and activities of the Foreign Agricultural Service will be provided from CCC funds administered by the Agricultural Stabilization and Conservation Service.

4. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments made in this Memorandum.



Earl L. Bate

SECRETARY OF AGRICULTURE

December 6, 1974

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1833, SUPPLEMENT 2

Further Reorganization of Certain
International Activities in USDA

1. PURPOSE. The export sales policies of the Department have an impact on production stabilization programs, U.S. farm income, and U.S. consumer food costs. In the interest of realizing the greatest possible benefit from having a Sales Manager in the Department of Agriculture, I am directing a number of further changes in the reorganization of certain international activities outlined in Supplement 1 to Secretary's Memorandum No. 1833, dated February 1, 1974.
2. FUNCTIONS CHANGED. I hereby establish an independent Office of the Sales Manager for the Department to be headed by a Sales Manager who will report directly to the Secretary. The following delegations of authority are made to the Sales Manager:
 - a. Formulate policies for programs under section 5(f) of the CCC Charter Act (15 U.S.C. 714c(f)) and section 4, Public Law 89-808 (7 U.S.C. 1707a) to finance commercial export credit sales of agricultural commodities by U.S. exporters.
 - b. Formulate policies for barter programs, under which agricultural commodities are exported, under sections 4(h) and 5(f) of the CCC Charter Act (15 U.S.C. 714b(h) and 714c(f)) and section 303 of Public Law 480 (7 U.S.C. 1692).
 - c. Formulate policy for sales programs for export of CCC-owned agricultural commodities, except for tobacco, peanuts, tung oil, and gum naval stores.
 - d. Formulate policies for export payment programs (other than those under section 32, Public Law 320, 74th Congress (7 U.S.C. 612c)), and other programs as assigned to encourage or cause the export of U.S. agricultural commodities.

ORGANIZATION

1 (JAS)

December 6, 1934

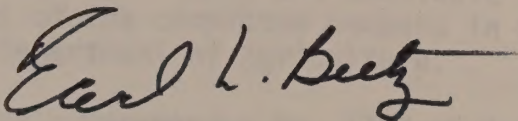
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
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 - b. Formulate policies for barter programs, under which agricultural commodities are exported, under sections 4(h) and 5(f) of the CCC Charter Act (15 U.S.C. 714b(h) and 714c(f)) and section 303 of Public Law 480 (7 U.S.C. 1692).
 - c. Formulate policy for sales programs for export of CCC-owned agricultural commodities, except for tobacco, peanuts, tung oil, and gum rosin stores.
 - d. Formulate policies for export payment programs (other than those under section 32, Public Law 320, 74th Congress (7 U.S.C. 613c)), and other programs as assigned to encourage or cause the export of U.S. agricultural commodities.

3. MANAGEMENT SUPPORT FUNCTIONS. All management support functions required by the Office of the Sales Manager will be carried out through the personnel and facilities of the Foreign Agricultural Service.
4. PROGRAM SUPPORT FUNCTIONS. Program support functions, such as the provision of analyses and data on the world supply-demand situation and on foreign market access for and promotion of U.S. agricultural products required by the Office of the Sales Manager in formulating export sales policies, will be provided through the personnel and facilities of the Foreign Agricultural Service.
5. CCC FUNDS. CCC funds will be used for payment of expenses incurred in connection with functions assigned to the Sales Manager and in providing program and administrative management support functions through the personnel and facilities of the Foreign Agricultural Service.
6. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, personnel, property, space, and records as he determines are needed to implement the provisions of this Memorandum.
7. EFFECT ON PRIOR DELEGATIONS OF AUTHORITY. Prior delegations of authority not inconsistent with this memorandum remain in full force and effect.
8. TERMINATION. The delegations of authority made in this Memorandum shall remain in effect for ninety days or until such earlier date as the delegations of authority for the Department published in the Federal Register are amended to provide for such delegations.



Earl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

December 19 1973

SECRETARY'S MEMORANDUM NO. 1854

Citizens Advisory Committee on Civil Rights

To renew and strengthen our efforts in the area of civil rights, I hereby establish a Citizens Advisory Committee on Civil Rights. Establishment of this Committee is in the public interest in connection with the performance of duties and responsibilities of this Department.

The function of this Committee is to:

- (a) review all aspects of the Department's policies, practices, and procedures which promote equal opportunity;
- (b) advise me of the effectiveness of our program directives that are designed to achieve compliance; and
- (c) recommend changes in Department rules, regulations, and orders to assure that our activities are free from discrimination, based on race, color, sex, religion, national origin, age or marital status.

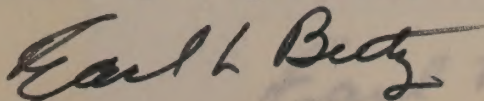
The Committee members, to be appointed by the Secretary, will be from varied backgrounds and interests. The Committee, which will report to the Secretary, will terminate two years from the date of this memorandum. The duties of the Committee could not reasonably be completed in less than two years.

Meetings will be held on a quarterly basis at an estimated annual operating cost of \$8,500.00. The Office of Equal Opportunity will provide the necessary support for the Committee. It is anticipated this will require less than one man-year.

The Director, Office of Equal Opportunity, will be Chairman of the Committee and the Deputy Director will serve as vice chairman. The Executive Assistant, Office of Equal Opportunity, will serve as executive secretary. Funds are available for travel and other official expenses of the committee members in accordance with applicable regulations of the Department of Agriculture.

Secretary's Memorandum No. 1709 of October 2, 1970, is hereby superseded.

Secretary of Agriculture



Earl L. Butz
Secretary

COMMITTEES

(Civil Rights, Citizens Advisory)

December 19, 1970

SECRETARY'S MEMORANDUM NO. 1854

Citizens Advisory Committee on Civil Rights

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Secretary of Agriculture

Earl L. Butz
Secretary

COMMITTEES

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

January 26, 1976

SECRETARY'S MEMORANDUM NO. 1834, REVISED

Citizens Advisory Committee on Civil Rights

To renew and strengthen our efforts in the area of civil rights, I hereby renew the Citizens Advisory Committee on Civil Rights. Renewal of this Committee is in the public interest in connection with the performance of duties and responsibilities of this Department.

The functions of this Committee are to:

- (a) review all aspects of the Department's policies, practices, and procedures which promote equal opportunity;
- (b) advise the Secretary of the effectiveness of program directives that are designed to achieve compliance; and
- (c) recommend changes in Department rules, regulations, and orders to assure that our activities are free from discrimination, based on race, color, sex, religion, national origin, age or marital status.

Committee members, to be appointed by the Secretary, are from varied backgrounds and interests including farmers, ranchers, agricultural industrialists, educators, and farm and minority organizations. The Committee will report to the Secretary and will terminate December 19, 1977.

Meetings will be held on a quarterly basis at an estimated annual operating cost of \$12,000.00. The Office of Equal Opportunity will provide the necessary support for the Committee. It is anticipated that this support will require less than one man-year of effort.

The Director, Office of Equal Opportunity, will be Chairman of the Committee and the Deputy Director will serve as Vice Chairman. Funds are available for travel and other official expenses of the Committee members in accordance with applicable regulations of the Department of Agriculture.

This memorandum also serves as the charter for the Committee.

This memorandum supersedes Secretary's Memorandum No. 1834, dated December 19, 1973.

Earl L. Butz
Secretary

Earl L. Butz
Secretary of Agriculture

COMMITTEES

(Civil Rights, Citizens Advisory)

SECRETARY'S MEMORANDUM NO. 1834, REVISED

Citizens Advisory Committee on Civil Rights

To renew and strengthen our efforts in the area of civil rights, I hereby renew the Citizens Advisory Committee on Civil Rights. Renewal of this Committee is in the public interest in connection with the performance of duties and responsibilities of this Department.

The functions of this Committee are to:

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- (b) advise the Secretary of the effectiveness of program directives that are designed to achieve compliance; and
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Earl E. Butts

Earl E. Butts
Secretary

COMMITTEE